

Durham New Hampshire

# ANNUAL REPORT

2020



Durham, New Hampshire

# ANNUAL TOWN REPORT

# 2020

*For the fiscal year ended December 31, 2020*



8 Newmarket Road • Durham • New Hampshire 03824  
603-868-5571 • [www.ci.durham.nh.us](http://www.ci.durham.nh.us)

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ON OUR COVER: As part of the nature and adventure-based after school programs (held in partnership with Seven Rivers Paddling) paddle boarding was just one of many activities provided by Durham Parks & Recreation throughout the summer of COVID-19. *Courtesy Peter Sawtell, Seven Rivers Paddling*

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# Honorable Mentions

In 2020, many town citizens volunteered their time, talents, and efforts to serve on various elected and appointed boards, commissions, and committees. We would like to take this opportunity to thank and recognize the following individuals for the important contributions they made to the community.

## **Town Council**

Kenny Rotner

## **Library Board of Trustees**

Susan Roman  
Karen Hilton, *Alternate*

## **Supervisors of the Checklist**

Roni Slavin Pekins

## **Conservation Commission**

Bart McDonough  
James Lawson, *Council representative*

## **Durham Agricultural Commission**

David Potter  
Wayne Burton, *Council representative*

## **Economic Development Committee**

Roger Hayden

## **Integrated Waste Management Advisory Committee**

Carina Dolcino  
Allan Howland, *Council representative*

## **Planning Board**

Sarah Wrightsman  
Carden Welsh, *Council representative*

## **Zoning Board of Adjustment**

Peter Wolfe

# In Memoriam

## Dr. Kenneth (Kenny) Rotner

**November 14, 1953 - August 24, 2020**

Dr. Kenneth Rotner passed away on Monday, August 24 at the age of 66 after a courageous battle with cancer. Kenny was an avid hiker, a ruthless prankster, a compassionate doctor, and a tie-dye loving Dead-Head, who lived in no particular way, but his own. He is survived by his wife Tracy, who was his summer love in the spring, fall, and winter, by his daughter Emma, who he taught to be the eyes of the world, his sister Shelley, and friends who became family along the way.

Kenny brought his compassion, empathy, and wisdom into every corner of his life, from his 30 years of work as a family doctor in the Durham community, to his service on the Durham Town Council and the Oyster River School Board. He made connections and left impressions on those who crossed his path whether it was swimming laps in the UNH pool, chatting in the grocery store, or simply out on a dog walk.

Kenny's legacy will live on in the service he gave to his community, the care he provided as a doctor, the connections he made, and the love that he imparted on his family. His spirit will be found in the wildflower meadows of Colorado, in shell-covered beaches of Sanibel Island, in the poetic lyrics and sweet jams of a Grateful Dead song, and in the hearts of those who love him more than words can tell. \*



# In Memoriam

## William (Bill) Schoonmaker

**August 4, 1948 – March 22, 2020**

William “Bill” Schoonmaker was born on August 4, 1948 in Pasadena, CA, and died in his home in Durham, NH on March 22, 2020.

Bill was a very talented architect whose work and expertise were highly regarded. In addition to his professional life, Bill was an avid public servant having served on the Durham Historic Commission for five years in the late 1990’s to early 2000’s, as well as lending his talents and knowledge while serving on the Memorial Park Committee for three years. Most notably, though, was Bill’s passion and desire to see Durham have its own public library. He devoted six years to the Library Board of Trustees and, after taking a short break, returned to serve an additional six years. During that time, through a successful fund-raising effort, the 74% approval of a public bond, the well thought-out design, and the carefully crafted construction all led to the completion of a beautiful new Durham Public Library which opened for business on July 23, 2013.

Friends and family members remember Bill as kind, thoughtful, meticulous, warm, humorous, loyal, loving, joyful, inspirational, open, knowledgeable, clever, charming, gracious, generous, witty, strong, optimistic, adventurous, gentle, and respectful. Bill was a remarkable person and public servant whose immeasurable contributions to the Durham community will be missed. \*





## New Faces in 2020



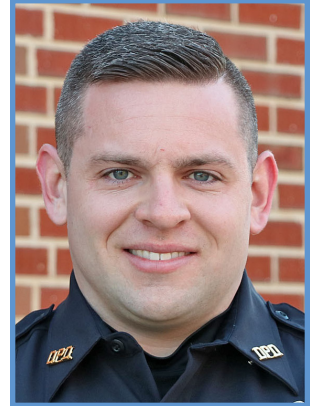
**Kevin Abbott**  
Police Officer  
*Date of Hire: 8/10/20*



**Eric Burke**  
Police Officer  
*Date of Hire: 11/2/20*



**Kendall Connors**  
Asst. Parking Clerk  
*Date of Hire: 2/20/20*



**Craig Forrest**  
Police Officer  
*Date of Hire: 5/4/20*



**Cameron Holdsworth**  
Police Officer  
*Date of Hire: 12/14/20*



**William (Bill) Paige**  
Ice Rink Manager  
*Date of Hire: 1/1/20*



**Richard (Rich) Reine**  
Director of Public Works  
*Date of Hire: 6/1/20*



**Christopher Starkweather**  
Buildings & Grounds, DPW  
*Date of Hire: 11/9/20*

# Officers, Boards, and Committees

## Elected Officials

Official/Board	Address	Phone	Term	Expires	Appt. Auth.
<b>Durham Town Council</b>					
Katherine Marple, <i>Chair</i>	82 Madbury Rd.	868-7013	3 Yrs	3/23	Elected
Andrew Corrow, <i>Pro Tem</i>	139 Durham Pt. Rd.	397-5313	3 Yrs	3/21	Elected
Wayne Burton	106 Madbury Rd.	868-5037	3 Yrs	3/22	Elected
Allan Howland	32 Ffrost Dr.	868-5928	3 Yrs	3/22	Elected
James Lawson	24 Deer Meadow Rd.	868-1540	3 Yrs	3/21	Elected
Sally Needell	38 Bagdad Road	868-1552	3 Yrs	3/23	Elected
Sally Tobias	107 Madbury Rd.	397-0802	3 Yrs	3/23	Elected
Charles (Dinny) Waters	83 Mill Road	415-265-1118	3 Yrs	3/22	Elected
Carden Welsh	3 Fairchild Dr.		3 Yrs	3/21	Council

## Durham Public Library Board Of Trustees

Charlotte Ramsay, <i>Chair</i>	3 Sophie Ln.	315-854-1997	3 Yrs	3/22	Elected
Anne H. Knight	19 Perely Ln.		3 Yrs	3/23	Elected
Robin Glasser	1 Roysann Way	508-530-2933	3Yrs	3/23	Council
Andrew Sharp	20 Cowell Dr.	814-404-0691	3 Yrs	3/22	Elected
Carolyn Singer	5 Woodridge Rd.	868-3859	3 Yrs	3/21	Elected
Erik Waddell	8 Sumac Ln.	617-894-4042	3 Yrs	3/22	Elected
Nancy Webb	23 Woodridge Rd.	868-5370	3 Yrs	3/21	Elected
Nicole Cardwell, <i>Alt.</i>	92 Madbury Rd.	834-5452	1 Yr	4/21	Council
Martha Gooze, <i>Alt.</i>	9 Meadow Rd.	781-1111	1 Yr	4/21	Council
Stanley Reczek, <i>Alt.</i>	11 Fellows Ln.	397-5050	1 Yr	4/21	Council

## Moderator

Christopher T. Regan	16 Littlehale Rd.	868-2293	2 Yrs	3/22	Elected
Michael Everngam, <i>Asst.</i>	49 Emerson Rd.	868-5765	2 Yrs	3/22	Moderator

## Supervisors Of The Checklist

Ann Shump, <i>Chair</i>	10 Fogg Dr.	868-1342	6 Yrs	3/26	Elected
Deborah Hirsch Mayer	19 Garden Ln.	868-7150	6 Yrs	3/22	Elected

Official/Board	Address	Phone	Term	Expires	Appt. Auth.
Christian N. Kuhn	29 Mill Pond Rd.	841-0895	6 Yrs	3/24	Elected

### Town Clerk/Tax Collector

Lorrie Pitt	8 Newmarket Rd.	868-5577	3 Yrs	3/23	Elected
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### Town Treasurer

Karl VanAsselt	17 Fairchild Dr.	868-6353	3 Yrs	3/23	Elected
Catherine Leach, <i>Deputy</i>	14 Fairchild Dr.	868-5992	3 Yrs	3/23	Treasurer

### Trustees Of The Trust Funds

William Cote	21 Littlehale Rd.	868-7599	3 Yrs	3/23	Elected
Michael Everngam	49 Emerson Rd.	868-5765	3 Yrs	3/21	Elected
Craig Seymour	110 Durham Pt. Rd.	868-2441	3 Yrs	3/22	Elected
James Tobias, <i>Alt.</i>	107 Madbury Rd.		1 Yr	3/21	Council
VACANT, <i>Alt.</i>			1 Yr	3/21	Council

## Boards, Commissions, and Committees

### Cemetery Committee

Craig Seymour, <i>Chair</i>	110 Durham Pt. Rd.	868-2441	3 Yrs	3/22	Elected
William Cote	21 Littlehale Rd.	868-7599	3 Yrs	3/23	Elected
Michael Everngam	49 Emerson Rd.	868-5765	3 Yrs	3/21	Elected
Andrew Corrow, <i>Cncl. Rep.</i>	139 Durham Pt. Rd.	397-5313	1 Yr	3/21	Council
Sally Needell, <i>Cncl. Rep.</i>	38 Bagdad Rd.	868-1552	1 Yr	3/21	Council
Dinny Waters, <i>Cncl. Rep.</i>	83 Mill Road	415-265-1118	1 Yr	3/21	Council

### Conservation Commission

Sally Needell, <i>Cncl. Rep./Chair</i>	38 Bagdad Rd.	868-1552	1 Yr	3/21	Council
Mary Ann Krebs, <i>V. Chair</i>	10 Ross Rd.	617-293-2734	3 Yrs	4/23	Council
Coleen Fuerst	220 Newmarket Rd.	767-7238	3 Yrs	4/22	Council
Jacob Kritzer	8 Timberbrook Ln.	869-1336	3 Yrs	4/21	Council
John Nachilly	260 Packers Falls Rd.	953-3638	3 Yrs	4/22	Council
Walter Rous	50 Adams Pt. Rd.	868-7030	3 Yrs	4/22	Council
Elizabeth Durfee, <i>Alt.</i>	3 Constable Rd.	969-4594	3 Yrs	4/23	Council
Roanne Robbins, <i>Alt.</i>	343 Dame Rd.	617-947-6864	3 Yrs	4/21	Council
VACANT, <i>Alt.</i>			3 Yrs	4/22	Council
James Bubar, <i>PB Rep.</i>	4 Old Piscataqua Rd.	397-0670	1 Yr	4/21	Plan Board



Official/Board	Address	Phone	Term	Expires	Appt. Auth.
<b>Land Stewardship Subcommittee</b> ( <i>Subcommittee Of The Cons. Commission</i> )					
Ann Welsh, <i>Chair</i>	3 Fairchild Dr.	N/A	N/A	N/A	At large Member
Sally Tobias, <i>V. Chair</i>	38 Bagdad Road	868-1552	1 Yr	3/21	Cncl rep & EDC rep.
Ellen Snyder, <i>Secretary</i>	8 Newmarket Rd.	N/A	N/A	N/A	Contract staff
Larry Brickner-Wood	1 Colony Cove Rd.	868-6917	N/A	N/A	HDC rep.
Gale Carey		N/A	N/A	N/A	At large Member
John Carroll	54 Canney Rd.	868-2935	N/A	N/A	Ag Comm rep.
Vin Dell'Ova	22 Fitts Farm Dr.	397-5121	N/A	N/A	At large Member
John Nachilly	260 Packers Falls Rd.	953-3638	N/A	N/A	DCC rep.

### Staff Attendees

Todd Selig	8 Newmarket Rd.	868-5571	N/A	N/A	Administrator
Richard Reine	100 Stone Quarry Dr.	868-5578	N/A	N/A	DPW Director
Rachel Gasowski	8 Newmarket Rd.	817-4074	N/A	N/A	P&R Director

### Historic District / Heritage Commission

Andrew Corrow, <i>Chair &amp; Cncl. Rep.</i>	139 Durham Pt. Rd.	397-5313	1 Yr	3/20	Council
Larry Brickner-Wood, <i>V. Chair</i>	1 Colony Cove Rd.	868-6917	3 Yrs	4/21	Council
Charlotte Hitchcock	14 Stone Quarry Dr., Apt 104	590-9164	3 Yrs	4/23	Council
Michael Hoffman	300 Durham Pt. Rd.	817-8071	3 Yrs	4/23	Council
Carolyn Singer	5 Woodridge Rd.	868-3859	3 Yrs	4/21	Council
Aaron Wolfson-Slepian	47 Newmarket Rd.	767-0348	3 Yrs	4/22	Council
Andrew Corrow, <i>Cncl. Rep.</i>	139 Durham Pt. Rd.	397-5313	1 Yr	3/21	Council
William McGowan, <i>PB Rep.</i>	135 Packers Falls Rd.	659-8210	1 Yr	4/20	Plan Board
VACANT, <i>Alt.</i>		3 Yrs	4/21	Council	
VACANT, <i>Alt.</i>		3 Yrs	4/22	Council	
VACANT, <i>Alt.</i>		3 Yrs	4/23	Council	

### Parks And Recreation Committee

Cathy Leach, <i>Chair</i>	14 Fairchild Dr.	969-0785	3 Yrs	4/23	Council
Michael Mullaney, <i>V. Chair</i>	8 Fairchild Dr.	496-9045	3 Yrs	4/22	Council
Michael Drooker	7 Marden Way	397-5681	3 Yrs.	4/21	Council
Nate Fitch	12 Griffith Dr.	988-4406	3 Yrs	4/23	Council
David Leach	14 Fairchild Dr.	868-5992	3 Yrs	4/22	Council
Amy Simon	78 Dover Rd.	397-8833	3 Yrs	4/21	Council
VACANT, <i>Alt.</i>			3 Yrs	4/21	Council
VACANT, <i>Alt.</i>			3 Yrs	4/22	Council
VACANT, <i>Alt.</i>			3 Yrs	4/23	Council
Allan Howland, <i>Cncl. Rep.</i>	32 Ffrost Dr.	868-5928	3 Yrs	3/22	Council

Official/Board	Address	Phone	Term	Expires	Appt. Auth.
<b>Planning Board</b>					
Paul Rasmussen, <i>Chair</i>	105 Madbury Rd.	397-5359	3 Yrs	4/23	Council
Lorne Parnell, <i>V. Chair</i>	2 Deer Meadow Rd.	868-1240	3 Yrs	4/22	Council
Richard Kelley, <i>Secretary</i>	5 Garden Ln.	767-9795	3 Yrs	4/22	Council
James Bubar	4 Old Piscataqua Rd.	397-0670	3 Yrs	4/23	Council
Barbara Dill	170 Packers Falls Rd.	200-0280	3 Yrs	4/21	Council
William McGowan	135 Packers Falls Rd.	659-8210	3 Yrs	4/21	Council
Heather Grant, <i>Alt.</i>	7 Emerson Rd.	285-2913	3 Yrs	4/23	Council
Guy Johnson, <i>Alt.</i>	1 Surrey Ln.	408-605-5106	3 Yrs.	4/22	Council
Michael Lambert, <i>Alt.</i>	3 Foss Farm Rd.	767-7021	3 Yrs	4/21	Council
Raymond Philpot, <i>Alt.</i>	123 Mill Road	203-434-9398	3 Yrs	4/23	Council
VACANT, <i>Alt.</i>				4/22	Council
Sally Tobias, <i>Cncl. Rep.</i>	107 Madbury Rd.	397-0802	1 Yr	3/21	Council
James Lawson, <i>Alt. Cncl. Rep.</i>	24 Deer Meadow Rd.	868-1540	1 Yr	3/21	Council

### Rental Housing Commission

<i>Neighborhood Rep.</i>			N/A	N/A	Council
<i>Neighborhood Rep.</i>			N/A	N/A	Council
<i>Tenant Rep.</i>			N/A	N/A	Council
<i>Council Rep.</i>			1 Yr	N/A	Council
Owner of Rental Property			N/A	N/A	DLA
Owner of Rental Property			N/A	N/A	DLA
<i>Student Senate Rep.</i>			N/A	N/A	UNH
			N/A	N/A	UNH
			N/A	N/A	UNH

### Zoning Board Of Adjustment

Christian Sterndale, <i>Chair</i>	60 Mill Rd.	397-5093	3 Yrs	4/23	Council
Thomas Toye, <i>V. Chair</i>	15 Cutts Rd.	781-8600	3 Yrs	4/21	Council
Joan Lawson, <i>Secretary</i>	21 Surrey Ln.	978-852-4585	3 Yrs	4/22	Council
Mark Morong	21 Emerson Rd.	661-1296	3 Yrs	4/22	Council
Micah Warnock	45 Woodman Rd.	540-421-3705	3 Yrs	4/21	Council
VACANT, <i>Alt.</i>			3 Yrs	4/23	Council
VACANT, <i>Alt.</i>			3 Yrs	4/21	Council
VACANT, <i>Alt.</i>			3 Yrs	4/22	Council

## Town Working Committees

### Downtown Tif District Advisory Board

Tom Elliott	26 Edgewood Rd.	995-1666	3 Yrs	4/21	Council
Roger Hayden	4 Lexington St., Dover	674-4834	3 Yrs	4/21	Council

Official/Board	Address	Phone	Term	Expires	Appt. Auth.
Sean O'Connell	26 Meadow Rd.	361-4771	3 Yrs	4/21	Council
VACANT			3 Yrs	4/21	Council
VACANT, <i>EDC Rep.</i>			3 Yrs	4/21	Council

### Durham Agricultural Commission

Theresa Walker, <i>Chair</i>	62 Bennett Rd.	659-7226	3 Yrs	4/22	Council
Raymond LaRoche Jr., <i>V. Chair</i>	41 Bennett Rd.	292-5563	3 Yrs	4/23	Council
Lee Alexander	32 Dover Rd.	868-5822	3 Yrs	4/21	Council
Anton Bekkerman	2 Stonewall Way	406-589-0079	3 Yrs	4/22	Council
John Carroll	54 Canney Rd.	868-2935	3 Yrs	4/21	Council
Alberto Manalo	11 Sumac Dr.	868-9883	3 Yrs	4/23	Council
Bryan Cassidy, <i>Alt.</i>	340 Dame Rd.	819-1397	3 Yrs	4/23	Council
Ellen Karelitz, <i>Alt.</i>	113 Madbury Rd.	868-6070	3 Yrs	4/23	Council
David Langley, <i>Alt.</i>	234 Longmarsh Rd.	795-9331	3 Yrs	4/22	Council
Suzanne MacDonald, <i>Alt.</i>	PO Box 844	868-6475	3 Yrs	4/21	Council
Daniel Winans, <i>Alt.</i>	109 Madbury Rd.	834-5523	3 Yrs	4/22	Council
Wayne Burton, <i>Cncl. Rep.</i>	106 Madbury Rd.	868-5037	1 Yr	3/21	Council
Paul Rasmussen, <i>PB Rep.</i>	105 Madbury Rd.	397-5359	1 Yr	4/20	Plan Board

### Durham Energy Committee

Nathaniel Balch, <i>Chair</i>	20 Wiswall Rd.		N/A	N/A	Council
Mary Downes,	135 Piscataqua Rd.	340-5428	N/A	N/A	Council
James Dreher	220 Newmarket Rd.	659-7575	N/A	N/A	Council
Coleen Fuerst	220 Newmarket Rd.	767-7238	N/A	N/A	Council
John Lannamann	156 Packers Falls Rd.	659-6145	N/A	N/A	Council
Bianca Leonard	5 Cold Spring Road	969-9791	N/A	N/A	Council
Martin Wosnik, <i>UNH Rep.</i>	7 Prescott St., Newmarket	862-1891	N/A	N/A	UNH President
Wayne Burton, <i>Cncl. Rep.</i>	106 Madbury Rd.	868-5037	1 Yr	3/21	Council
Barbara Dill, <i>PB Rep.</i>	170 Packers Falls Rd.	200-0280	1 Yr	4/20	Plan Board

### Economic Development Committee

Warren Daniel	4 Palmer Dr.	969-0434	3 Yrs	4/21	Council
Raymond Rodon	18 Ross Rd.	312-2043	3 Yrs	4/22	Council
Sally Tobias	107 Madbury Rd.	397-0802	3 Yrs	4/23	Council
Molly Molloy, <i>Alt.</i>	123 Madbury Rd.	207-632-6990	3 Yrs	4/21	Council
VACANT, <i>Alt.</i>			3 Yrs	4/22	Council
Allan Howland, <i>Cncl. Rep.</i>	32 Ffrost Dr.	868-5928	1 Yr	3/21	Council
VACANT, <i>PB Rep.</i>			1 Yr	4/20	UNH President

### Housing Subcommittee (*Subcommittee of the EDC*)

Thomas Elliott	26 Edgewood Rd.	995-1666	N/A	N/A	EDC
Richard England	18 Orchard Dr.	868-5314	N/A	N/A	EDC
Charlotte Hitchcock	14 Stone Quarry Dr., Apt. 104	203-397-3803	N/A	N/A	EDC



Official/Board	Address	Phone	Term	Expires	Appt. Auth.
Al Howland	32 Ffrost Dr.	868-5928	N/A	N/A	EDC
Mimi Kell	17 Madbury Rd.	953-5685	N/A	N/A	EDC
Raymond Rodon	18 Ross Rd.	312-2043	N/A	N/A	EDC
Sally Tobias	107 Madbury Rd.	397-0802	N/A	N/A	EDC
VACANT			N/A	N/A	EDC

### Human Rights Commission

Katherine Marple, <i>Council Chair</i>	82 Madbury Rd.	868-7013	1 Yr	3/21	Council
Gail Jablonski, <i>Business Mgr.</i>	8 Newmarket Rd.	868-8043	N/A	N/A	Council
Todd Selig, <i>Administrator</i>	8 Newmarket Rd.	868-5571	N/A	N/A	Council
Momin Khan, <i>Citizen Rep.</i>	191 Durham Pt. Rd.	978-1352	N/A	N/A	Council
Andrew Merton, <i>Citizen Rep.</i>	11 Gerrish Dr.	868-7256	N/A	N/A	Council

### Integrated Waste Management Advisory Committee

Nell Neal, <i>Chair</i>	11 Riverview Rd.	866-2153	N/A	N/A	Council
Mary Caulfield	8 Woodridge Dr.	868-2220	N/A	N/A	Council
Julie Kelley	5 Garden Ln.	767-9796	N/A	N/A	Council
Sally Needell	36 Bagdad Rd.	868-1552	N/A	N/A	Council
VACANT			N/A	N/A	Council
VACANT			N/A	N/A	Council
VACANT, <i>Alt.</i>			N/A	N/A	Council
Sally Needell, <i>Cncl. Rep.</i>	36 Bagdad Rd.	868-1552	1 Yr	3/21	Council

### Lamprey River Local Advisory Committee

Mary Ann Krebs	10 Ross Rd.	292-5160	3 Yrs	5/6/23	State-NHDES
Anne Lightbody	95 Madbury Rd.	617-899-8449	3 Yrs	12/10/21	State-NHDES
Richard Lord	85 Bennett Rd.	659-2721	3 Yrs	7/29/22	State-NHDES
Richard Raymond	1 Constable Rd.	397-7611	3 Yrs	4/18/22	State-NHDES

### Oyster River Local Advisory Committee

Stephen Burns	20 Newmarket Rd.	868-7152	3 Yrs	10/31/21	State-NHDES
Jim Hornbeck	19 Woodridge Rd.	868-5419	3 Yrs	10/5/21	State-NHDES
Michael Sullivan	UNH Ritzman Lab	862-1437	3 Yrs	4/18/22	State-NHDES
VACANT			3 Yrs		State-NHDES

### Pease Airport Noise Compatibility Study Committee

Lee Seidel	14 Sumac Ln.	868-7953	3 Yrs	4/21	Council
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### Strafford Regional Planning Commission & Mpo Policy Committee

Wayne Burton	106 Madbury Rd.	868-5037	4 Yrs	4/24	Council
Wesley Merritt	6 Rocky Ln.	868-1120	4 Yrs	4/22	Council
Leslie Schwartz	24 Laurel Ln.	502-9216	4 Yrs	4/21	Council

# Retirement

## David L. Kurz

### Chief of Police

On July 17, 2020, David (Dave) Kurz retired from the Town of Durham after serving twenty-four years as Durham's Police Chief

Dave Kurz became Durham's fifth Police Chief when he was hired by then Town Administrator Larry Wood in January 1996. Previous to that he had been Deputy Director at Maine Drug Enforcement and Police Chief in Gorham, Maine.

During his tenure Chief Kurz secured the Bachelder building on Route 108 that at the time was being used by the Clipper Affiliates. The 5,000 square foot facility was renovated and expanded in 2018 after 89% of Durham voters passed a 1.9 million dollar bond. The updated 10,000 square foot facility should provide profession accommodations for the department for years to come. Chief Kurz guided the department through initial law enforcement accreditation in 1999 and has maintained that status achieving the highest designation as an agency of excellence. Durham is one of only 28 police departments with under 25 sworn officers in the United States with this designation.

Chief Kurz implemented a community-oriented policing philosophy that delivers services in the guardian style which emphasizes social service, valuing community partnerships and establishing positive contacts. To sustain that approach a hiring process which engages residents of Durham to select police officers to serve the community has resulted in a diversified work-force comprised of



25% women. Dave also embraced a management style where every employee was provided with leadership training and opportunities to grow within the organization.

Chief Kurz has also been very engaged in policing on a national level as he lead the International Association of Chiefs of Police (IACP) Training and Education Committee to develop innovative training programs.

Dave and his wife, Jackie are looking forward to traveling and volunteering in the upcoming years. They have two adult children, Matthew and his wife Lisa, and daughter Emily. We wish Dave and his family the best of luck as he enters this new period of his life. \*

# Retirement

## Raymond (Ray)\ LaRoche, Jr.

### Durham Public Works

On June 30, 2020 Raymond (Ray) LaRoche, Jr. retired from the Town of Durham Department of Public Works after serving the Town of Durham for thirty-one years.

Ray accepted employment with the Durham Department of Public Works on April 4, 1989. He always provided courteous service to the citizens of Durham and performed his duties in a highly professional manner. Ray was a Jack of all trades with a “can do” attitude which serves as a model for all other public works employees. In his 31 years of service, he accomplished and mastered any task placed before him, including but not limited to: water system technician, heavy equipment operation, snow fighting, plumbing, masonry, tree removal, carpentry, small engine technician, painting, welding, roofing, locksmith, safety officer, landscaping, equipment purchasing, cemetery/graveyard guardian, and heating/ventilation/air conditioning technician. In other words, a “go to” employee for just about anything. Ray was a valued and cherished employee to the Department of Public Works, as well as to other departments within the town. Town employees



were always looking to Ray for help moving something, fixing something, troubleshooting an issue, or to just pick his memory about Durham’s past as he is a lifelong Durham resident.

Thank you Ray for your dedication to the Town of Durham. We wish Ray and his family the best of luck as he enters this new period of his life. \*



# Retirement

## Michael (Mike) Lynch

### Director of Public Works

On June 26, 2020, Michael (Mike) Lynch retired from the Town of Durham after serving forty-three years with the Town of Durham

Mike began his career for the Town of Durham when he was hired as a summer/temporary employee in May 1977. In November 1977, Mike was hired full-time at the Public Works Department, where he held three positions as the Traffic Control Coordinator, Dog Officer, and Water Department Operator. In 1986, Mike was promoted to Supervisor of Buildings and Grounds, and in 1999, he took on the additional responsibility of supervising the Highway Department. Later in 1999, Mike was appointed as Interim Public Works Director after the retirement of long-time Director, Skip Grady. In April 2001, Mike was appointed to his current position as the town's Public Works Director.

During his 43 years at the Public Works Department, Mike saw many advancements and changes in the department. In addition to the duties mentioned above, Mike also served as Tree Warden. In this capacity, he earned many awards and distinctions for the town. Most noteworthy of these is Tree City USA, a national award that Durham has received for 42 years; the longest running recipient in the State of New Hampshire. Other awards include: the Millennium Arbor Day award, presented by the White House; the Gold Leaf award, presented by the International Society of Arboriculture; and four Community Beautification awards, presented by the New



Hampshire Arborist Association. Mike's favorite project was the cleanup and capping of the old Craig Supply site on Depot Road, which involved the mitigation of a contaminated Brownsfield site and returning the site to a revenue-generating 169-car parking lot which yields approximately \$110,000 per year for the town. Mike's proudest accomplishment was planning and coordinating the construction of the new Public Works facility on Stone Quarry Drive.

Mike and his wife, Dawn, have been residents of Dover, NH for 42 years. They have one child, a daughter Kasey, and son-in-law Jeff.

Thank you Mike for the dedication, hard work, and devotion you gave to the Town of Durham for the past 43 years. \*

# Special Service Recognition

## Donna Hamel

### Assistant Town Clerk-Tax Collector/Administrative Assistant

Donna Hamel celebrated **twenty-five years of service** with the Town of Durham on May 8, 2020. Donna was hired as a part-time Assistant Town Clerk/Administrative Assistant by former Town Clerk-Tax Collector, Linda L. Ekdahl, in 1995. After Linda retired in March 2004, Donna worked with Town Clerk-Tax Collector, Lorrie L. Pitt, and former Deputy Town Clerk-Tax Collector, Barbara Landgraf, for sixteen years. When Barbara retired in July 2019, Donna continued to work with Lorrie and was joined by new Deputy Town Clerk-Tax Collector, Rachel Deane.

As Assistant Town Clerk/Administrative Assistant, Donna's responsibilities involve the management of town records, including all election records and vital statistics, and the collection of fees for tax payments, water and sewer bills, dog licenses, and motor vehicle registrations. Donna maintains a Justice of the Peace and a Notary Public commission.

Donna has accomplished many achievements during her twenty-five year tenure with the Town of Durham. Two milestones in Donna's career include her involvement in moving all the town clerk's records into the new Town Hall facility in 2013, and her management of the large volume of absentee ballots during the 2020 elections. Additionally, Donna is in charge of UOCAVA absentee ballots (Uniformed and Overseas Citizens Absentee Voter Act), and is primarily responsible



for the administration of all dog licensing. Additionally, Donna prepares the vital statistics for the Town of Durham's annual report, which includes the number of births, deaths, and marriages.

Donna grew up in Durham and is a lifelong resident of New Hampshire. She now resides in Newmarket with her husband, Peter Hamel, where they raised four children. Donna enjoys spending time with her grandchildren, family, and friends.

The Town of Durham extends a sincere thank you and congratulations to Donna for the dedication, hard work, and courtesy she has provided the community over the past twenty-five years. \*

# Special Service Recognition

## Jennifer Johnson

### Administrative Assistant

Administrative Assistant Jennifer (Jen) Johnson celebrated **twenty-five years of service** with the Durham Police Department on October 10, 2020.

As a graduate of Oyster River High School, Jennifer started as an Explorer Scout with the Durham Police Department's Explorer Post in 1991. She was an active scout member until 1994, when she received her Associates Degree in Criminal Justice from McIntosh College.

In 1995, Jen completed the Part-time Police Academy and started as a part-time police officer with the Durham Police Department. While she was still in training, an opening for an Administrative Assistant position opened within the department and Jen quickly jumped at the chance to become a full-time member of the department. From August to October, Jen worked as a temporary worker in the front office and trained as a part-time police officer on the weekends. Jen was officially hired as a full-time Administrative Assistant on October 10, 1995.

Jennifer is one of the heartbeats of the organization and the value of her service cannot be overstated. Her many tasks include preparing a multitude of data entry reports, while simultaneously acting in a supporting role to the department's accreditation manager. Jen loves to spend time with her husband Andrew,



son Colin, and her daughter Reese. She is an avid outdoor enthusiast and fitness buff, completing 10 marathons and 2 ultra-marathons. Most citizens will catch a glimpse of Jen running at lunch time everyday around town or on one of the many trails that the Town of Durham maintains.

The Town of Durham extends a sincere thank you and congratulations to Jennifer for the dedication, hard work, and courtesy she has provided the community over the past twenty-five years. \*

# Town Election Results

March 10, 2020

## Article 1:

**Town Councilor** (*Three, 3-Year Terms*)

Katherine Marple – 1229

Sally Wood Needell – 1218

Sally Tobis – 1190

Scattered - 34

**Public Library Trustee** (*Three, 3-Year Terms*)

Anne H. Knight – 1269

Robin Glasser - 1223

**Town Moderator** (*One, 2-Year Term*)

Christopher T. Regan – 1301

**Supervisor of the Checklist** (*One, 6-Year Term*)

Ann Shump – 1334

**Supervisor of the Checklist** (*One, 4-Year Term*)

Christian Nicholas Kuhn – 1259

**Town Clerk-Tax Collector** (*One, 3-Year Term*)

Lorrie L. Pitt – 1379

**Town Treasurer** (*One, 3-Year Term*)

Karl A. Vanasselt -1311

Scattered – 5

**Trustee of the Trust Fund** (*One, 3-Year Term*)

William C. Cote - 1318

## Article 2:

Are You In Favor Of Amending Article 3.11 Of The Town Of Durham Charter To Provide That A Revision Or Codification Of The Town's

Ordinances Shall Be Prepared On An As Needed Basis, Rather Than Requiring It To Be Prepared Every 10 Years?

Yes – 1319

No – 188

## Article 3:

Are You In Favor Of Amending Article 4.3 Of The Town Of Durham Charter To Remove The Requirement That Hearings On The Reprimand Or Removal Of The Town Administrator Be Held In Public, Allowing The Town Administrator To Opt For A Non-Public Hearing, As Provided By RSA 91-A?

Yes – 717

No - 773

## Article 4:

Are You In Favor Of Amending Article 4.5 Of The Town Of Durham Charter To Remove The Requirement That The Town Administrator Convene The Chairmen Of The Administrative Committees Annually, And Instead Allow The Town Administrator To Convene The Chairmen As May Be Appropriate?

Yes – 1034

No – 440

## Article 5:

Are You In Favor Of Amending Article 4.11 Of The Town Of Durham Charter To Clarify That The Term Of The Town Clerk/Tax Collector Is Three Years?

Yes – 1410

No – 56



### Article 6:

Are You In Favor Of Amending Article 5.3 Of The Town Of Durham Charter To Require That Notice Of Budget Hearings Be Published In A Local Newspaper At Least One Week Prior To The Hearing, In Addition To Requiring That Such Notice Be Posted In Two Public Places?

Yes – 1326      No – 138

### Article 7:

Are You In Favor Of Amending Article 5.12 Of The Charter To Increase The Dollar Amount Of Bonds Which May Be Issued By The Town Council From \$1,000,000 To \$2,300,000? Bonds In Excess Of \$2,300,000 Will Continue To Require Voter Approval.

Yes – 882      No -556

### Article 8:

Are You In Favor Of Amending Article 5.15 Of The Town Of Durham Charter To Allow For Two Alternate Trustees Of Trust Funds?

Yes – 1316      No – 100

### Article 9:

Are You In Favor Of Amending Article 6.2 Of The Town Of Durham Charter To Clarify That The Personnel Plan Does Not Apply To Elected Officials Unless Specified In The Plan?

Yes – 1044      No - 300

### Article 10:

Are You In Favor Of Amending Article 7.1 Of The Town Of Durham Charter To Allow Conservation Commission Members To Serve On The Zoning Board Of Adjustment?

Yes – 1070      No - 372

### Article 11:

Are You In Favor Of Amending Article 10.10 Of The Town Of Durham Charter To Provide That Violations Of The Charter Are Grounds For Removal From Office, Rather Than Misdemeanors?

Yes – 1255      No - 148

### Article 12:

Are You In Favor Of Amending Article 10.15 Of The Town Of Durham Charter To Prohibit Discrimination Based On Sexual Orientation And Gender Identity To Be Consistent With State Law?

Yes – 1430      No - 72

### Article 13:

Are You In Favor Of Amending Article 10.19 Of The Town Of Durham Charter To Specify That All Gender Specific Terms Used In The Charter Are To Be Construed In A Gender Neutral Manner?

Yes – 1277      No - 297

### Article 14:

Are You In Favor Of Amending Article 11.1(C) Of The Town Of Durham Charter To Increase The Number Of Alternates To The Parks And Recreation Committee From One To Three?

Yes – 1362      No – 93

### Article 15:

Are You In Favor Of Amending Article 11.1(D) Of The Town Of Durham Charter To Allow The Town Council To Appoint Up To Three Alternate Members To The Historic District Commission?

Yes – 1296      No 145

### Article 16:

Are You In Favor Of Amending Article 11.1(I) Of The Town Of Durham Charter To Allow For, Rather Than Require, Annual Updates To The Town Council By Chairs Of Town Committees Either In Person Or In Writing?

Yes – 854      No - 566

**Total Regular Ballots: 1535**

**Total Absentee Ballots: 92**

**Total Ballots Cast: 1627**

# Town Warrant

## Election, Tuesday, March 9, 2021

To the inhabitants of the Town of Durham, the County of Strafford, New Hampshire.

You are hereby notified to meet at the Oyster River High School, Multipurpose Room, located on Coe Drive in said Durham, New Hampshire, on Tuesday, the 9th day of March 2021 (the polls will be open between the hours of 7:00 AM and 7:00 PM) to act upon the following subjects:

### Article 1:

To bring in your votes for three (3) Councilors (3-year terms); two (2) Durham Public Library Board of Trustees (3-year terms); one (1) Trustee of the Trust Funds (3-year term).

Given under our hands and seal this 22nd day of December in the year of our Lord Two Thousand Twenty (2020).

NOTE: This Town Council meeting was held entirely virtual using Zoom teleconferencing and votes were taken via roll call and passed unanimously, 8-0 as follows:

Katherine Marple, <i>Chair</i>	Yes
Andrew Corrow, <i>Chair Pro Tem</i>	Yes
Wayne Burton	Yes
Allan Howland	Yes
James Lawson	Yes
Sally Needell	Yes
Sally Tobias	Yes
Dinny Waters	Absent
Carden Welsh	Yes

*Councilors of Durham*



# Administrative Summary

## Business Office

Gail E. Jablonski, BUSINESS MANAGER

The Business Office provides the accounting, purchasing, payroll, assessing, accounts receivable, billing and collection and cash management services for the town, as well as support services to all town departments. In addition, the Business Office provides Human Resources services and handles employee relations, payroll, and benefits. The Business Manager serves as the Welfare Director for the town. Our goal is to provide timely and reliable information by which department managers, the Town Administrator and ultimately the Town Council can make informed decisions in the best interest of the town.



Support was provided to the Town Administrator and Town Council in preparation and review of the annual Operating Budget and the ten-year Capital Improvement Plan. On December 14, 2020 the 2021 Operating Budgets and Capital Improvement Plan were approved by the Durham Town Council. The 2021 budget, as approved, is projected to increase the municipal tax rate by 0.90% to \$7.86.

The Business Office has been involved in the active negotiations with two of the town's collective bargaining units - The Durham Professional Municipal Manager's Association, representing the town's Fire Captains, Police Captain, Wastewater Superintendent, Town Engineer, Administrative Assistant at the Fire Department and Assistant to the Public Works Director and the Durham Professional Firefighters Association, representing the firefighters at the Durham Fire Department.

The 2019 Independent Auditors' Report for the year ended December 31, 2019, prepared by



Melanson Auditing shows the town's General Fund Unassigned Fund Balance is currently \$4,045,285 or 9.80% of the total appropriations

and tax commitments, including the town, school and county appropriations. \*

## Manager of Information Technology

Luke Vincent

### 2020 Accomplishments:

**Pandemic Response.** What seemed like a promising start to the year 2020 quickly faded into a daily struggle to support growing remote workforce. As detailed over the last nine months, the pandemic presented some unique challenges for our small department. Below are a few highlights of ways IT/DCAT succeeded in supporting everyone's efforts to keep town operations running.

**ViewSonic Screens.** IT/DCAT was able to acquire two new interactive display boards for the police station and Public Works Department's conference rooms. The new displays are touch enabled, contain both camera and microphone for video conferencing, and include application level access to additional controls and sharing features.

These interactive boards flow content seamlessly between mobile devices, connected storage, and a small computer contained within the display creating an environment optimized for data sharing. The native capabilities these displays add to our staff generate more efficient and effective presentations, allowing all of our teams to be more productive.

**Zoom.** The sudden transition to a remote approach for all public meetings by emergency order gave the Durham IT/DCAT department a chance to implement a slew of new technologies in a rapid succession. The first obvious need was to pick a platform for conferencing. We went

with the popular Zoom product suite, given it was the easiest to integrate into our existing environment, and had the lowest barrier of entry for participants. After migrating from our archaic phone conferencing service (who offered a similar web conferencing product) to Zoom we immediately found it to be an effective way of meeting. The emergency order necessitated a remote meeting format but the Zoom platform gave us the ability to continue basic governance in this troubling time.

In the months since our initial use of Zoom, we have slowly expanded both our paid user count and types of licenses in use by extending the Council Chambers space with Zoom Room functionality. This included new hardware consisting of a tablet controller, 3 large viewing screens, and various speaker and microphone upgrades. The feedback we've received from this setup has been extremely positive.

**TeamViewer, Remote Access.** In addition to the Zoom platform, IT/DCAT rolled out TeamViewer remote access for key staff around town to aid some remote working conditions. While this solution presents its own set of hurdles, it has been a lifesaver for staff that need to work remotely due to quarantine or other scheduling challenges.

**Office 365.** Our extended roll out of Office 365 over the past few years has been key to various remote work models. By making productivity tools and town data available through any modern web browser staff have been able to

stay on top of messaging and alerts while not physically in their respective workplaces.

town's land mobile radio components and the Strafford County Dispatch Center.

### Goals for 2021:

**Beech Hill Tower Construction.** Due to delays from the pandemic and questions around other ongoing county-wide projects, this capital project was pushed into budget year 2021. As various issues clear the bulk of construction is targeted to begin in the late spring with a projected radio equipment move late in the fall. IT/DCAT maintains an advisory role in addition to implementing some of the networking requirements. The Beech Hill tower will continue to serve as a critical link between the

**GIS Management.** In 2021 Durham IT/DCAT will be working with the future GIS Manager to implement numerous GIS-based technologies in town departments. The focus for the coming year will likely be to oversee the hand-off of the Parcel and Tax Map Project, with its detailed parcel and base layers, into a robust, publicly accessible hosted web portal. We hope to jump start the program alongside other departments, such as the Department of Public Works, so new staff hits the ground running and program results are evident as soon as possible. \*

## Ordinances 2020

2020-01	Amending Chapter 153 "Vehicles and Traffic", Section 153-34 "Schedule II: Speed Limits" of the Durham Town Code by Reducing the Speed Limits on a Number of Roads in the Woodridge Neighborhood From 30 mph to 25 mph	Passed	02/03/20
2020-02	Amending Chapter 153 "Vehicles & Traffic of the Durham Town Code by Creating a New Section 153-20.1 "Patron Parking" Governing Patron Parking at the Durham Public Library Parking Lot	Passed	02/03/20
2020-03	A Town Council-Initiated Amendment to Chapter 175 "Zoning" of the Durham Town Code to Address Concerns Related to Short-term Rental Establishments	Passed	02/03/20
2020-04	Creating a New Chapter in the Durham Town Code, Chapter 55 "Electronic Motorized Devices/Electric Scooters", Governing the Use of Motorized Devices /Electric Scooters Within the Town of Durham	Passed	02/03/20
2020-05	Amending Chapter 153 "Vehicles and Traffic", Section 153-34 "Schedule II: Speed Limits" of the Durham Town Code by Reducing the Speed Limit on a Packers Falls Road From 35 mph to 30 mph	Passed	02/03/20

2020-06	Creating a New Chapter in the Town of Durham Code, Chapter 88 "Off Highway Recreational Vehicles (OHRV) on Town Property", Prohibiting the Use of These Types of Vehicles From Traversing Trails on Town Property Designed for Pedestrian Activity	Passed	02/03/20
2020-07	A Planning Board- Initiated Amendment to Chapter 175 "Zoning", Article XVII "Durham Historic Overlay District" of the Durham Town Code to modify several parameters for project review by the Durham Historic District Commission	Passed	04/20/20
2020-08	Amending Chapter 4 "Administrative Code", Article VI "Procurement" of the Durham Town Code to Increase the Threshold Amounts for Competitive Purchasing, Professional Services, and Sale of Surplus Material	Passed	05/04/20
2020-09	A planning board-initiated Amendment to Chapter 175 "Zoning" Section 175-54 "Table of Dimensions" of the Durham Town Code to change the Density in the Durham Business Park Zoning District from 35,000 square feet per dwelling unit to 20,000 square feet	Passed	06/01/20
2020-10	A Town Council-Initiated Zoning Ordinance Amending Chapter 175 "Zoning" of the Durham Town Code: A. Section 175-7. "Definitions," Regarding 'Building Height,' 'Restaurant,' Restaurant, Carryout,' and 'Story'; B. Section 175-42. B. "Development Standards in the Central Business District," Regarding Subsections 6-10; C. Section 175-53. "Table of Land Uses," Regarding Drive -Through Facilities; D. Section 15-54. "Table of Dimensions," Regarding Building Height and note 7; and E. Section 175-56. "General Dimensional Standards" Regarding Minimum Habitable Floor Area for Apartments and Building Height	Pending	
2020-11	An Emergency Ordinance Requiring the Wearing of Face Coverings Under Certain Conditions Within the Town of Durham	Original Passed 1st Ext. Passed 2nd Ext. Passed 3rd Ext. Passed	08/03/20 09/21/20 11/16/20 12/22/20
2020-12	Creating a New Chapter, Chapter 71, Titled "Horses on Town Trails" Within the Durham Town Code Prohibiting Horses From Traversing Trails Designed for Pedestrian Activity Within the Town of Durham	Passed	09/14/20

2020-13	Amending various Sections of Chapter 175 “Zoning” of the Durham Town Code pertaining to agriculture affecting Article II – Definitions, the Table of Uses, Article XX – Standards for Specific Uses, and several other articles and creating a new Article XX.1 – Standards for agricultural uses	Pending	
2020-14	Creating a New Chapter in the Town of Durham Code, Chapter 102 “scenic roads”, providing background information about scenic roads and allowing for removal of hazard trees administratively.	Passed	12/07/20
2020-15	Amending Chapter 153 “Vehicles and Traffic”, Section 153-32 “Penalties for Offenses” of the Durham Town Code to Increase the Penalties for Violation of Parking Provisions	Passed	12/21/20

### **Past Ordinances Still Pending Approval**

2019-01	A Planning Board-initiated Zoning Amendment to Chapter 175 “Zoning” of the Durham Town Code to Establish Standards for Solar Energy Systems by Incorporating Changes Into Article II – Definitions, Article XII.1 – Table of Uses, Article XIII – Wetland Conservation Overlay District, Article XIV – Shoreland Preservation Overlay District, and Article XX – Standards for Specific Uses	Pending	
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### **Past Pending Ordinances That Have Been Approved**

2020-03	A Town Council-Initiated Amendment to Chapter 175 “Zoning” of the Durham Town Code to Address Concerns Related to Short-term Rental Establishments	Passed	02/03/20
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### **Resolutions 2020**

2020-01	Authorizing the Acceptance and Expenditure of Private Donations, Unanticipated Revenues, and Grant Funds Totaling \$8,809.32 Received by the Town of Durham Between January 1 and December 31, 2019	Passed	02/17/20
2020-02	Recognizing Outgoing Elected Officials for their dedicated services to the Town of Durham	Passed	03/02/20
2020-03	Establishing Regular Town Council Meeting Dates for April 2020 through March 2021	Passed	03/16/20



2020-04	Expressing Appreciation to Administrator Todd Selig and all Town Employees for Their Dedication During the COVID-19 Pandemic	Passed	04/06/20
2020-05	Establishing Rules of Etiquette at Town Council Meetings	Passed	04/20/20
2020-06	Authorizing the Issuance of Long-term Bonds or Notes not to Exceed One Million, Six Hundred and Eighty-Five Thousand Dollars (\$1,685,000) for the Purpose of	Passed	06/01/20
2020-07	Authorizing the Acceptance and Expenditure of an Unanticipated Private Donation of \$17,990 From Dennis Meadows to be used toward the Orchard Drive / Thompson Lane Pedestrian Bridge Over the Oyster River	Passed	05/18/20
2020-08	Authorizing the Acceptance and Expenditure of CARES Act Grant Funds in an Amount up to \$376,233 and Authorizing the Administrator to Sign and Submit the GOFERR Coronavirus Relief Fund Grant Agreement on Behalf of the Town of Durham	Passed	05/18/20
2020-09	Creating a Durham Employee Earned Leave Buyout Trust	Passed	06/01/20
2020-10	Authorizing the Acceptance and Expenditure of CARES Act Grant Funds in an Amount up to \$110,200 for First Responder Stipends and Authorizing the Administrator and/or Business Manager to Sign and Submit the First Responder Stipend Worksheet to NH Homeland Security & Emergency Management on Behalf of the Town of Durham	Passed	06/01/20
2020-11	Recognizing Director of Public Works Michael (Mike) Lynch for his Dedicated Service Upon his Retirement After Serving 43 Years with the Town of Durham	Passed	06/15/20
2019-12	Recognizing Department of Public Works Employee Raymond (Ray) LaRoche, Jr. for his Dedicated Service Upon his Retirement After Serving 31 Years with the Town of Durham	Passed	06/15/20
2020-13	Authorization of Bonds and Approving a Loan Agreement With the New Hampshire Municipal Bond Bank	Passed	06/15/20
2020-14	Recognizing Durham Police Chief David Kurz for his Dedicated Service Upon his Retirement After Serving 24 Years with the Town of Durham	Passed	07/06/20

2020-15	Condemning Racism in all its Pernicious Forms and the Violence it Begets by Embracing the Goals of Black Lives Matter and Advocating an End to Recent Incidents Resulting in Death to Black People Such as Has Occurred in Minneapolis and Other Cities	Passed	07/06/20
2020-16	Amending Resolution 2014-14 To Clarify Its Purpose By Eliminating The Words “From the Income” In The Heading Of The Resolution And To Correct The Statutory Reference Used In The Resolution.	Passed	07/06/20
2020-17	Creating a Durham Historic Buildings Restoration and Preservation Trust	Passed	07/06/20
2020-18	Authorizing the Acceptance and Expenditure of CARES Act Grant Funds in an Amount up to \$34,921.86 and Authorizing the Administrator to Sign and Submit the Secretary of State Election Assistance Grant Agreement on Behalf of the Town of Durham	Passed	09/14/20
2020-19	Naming the Thompson Lane Bridge After the Late Dr. Kenneth (Kenny) Rotner in Accordance with the Provisions of Resolution #2002-13 Dated October 28, 2002 for Naming Public Facilities, Trails, Forests, or Trees	Passed	10/05/20
2020-20	Authorizing the Acceptance and Expenditure of a \$80,000 Recreational Trails Program Grant From the New Hampshire Department of Natural and Cultural Resources Bureau of Trails for Construction of a Pedestrian Bridge over the Oyster River at Thompson Lane as a Greenbelt Connection which is part of the Orchard Drive/Stevens Woods Trail Plan	Passed	10/05/20
2020-21	Town Council Approval of the FY 2021 General Operating Budgets, the Capital Fund Budget and the 2021-2030 Capital Improvement Plan	Passed	12/22/20

## Town Administrator

Todd I. Selig

Town staff, elected, and appointed officials continue to work diligently to address community needs, control costs, and maintain the municipality's fiscal position despite many competing pressures. From preserving the quality of life within our traditional residential neighborhoods, to actively monitoring the Eversource Seacoast Reliability Project construction process, to grappling with human rights and societal issues such as the tragic death of George Floyd, to successfully coordinating four elections (during a pandemic!), to completely revamping the very method of public meeting access via socially distant Zoom technology, to managing development pressures, to exploring new ways to address solid waste and recycling amidst market headwinds, to striving to be sustainable on numerous fronts, many individuals have collectively worked hard on behalf of the community in 2020. Yet, the reality is that the elephant in the room for 2020 was the Covid-19 pandemic. It had the effect of sidelining many less pressing matters in an effort to ensure continuity of operations for municipal departments, informing and protecting public

and staff members alike in accordance with the latest public health information, jointly working with UNH to address complex and multifaceted issues surrounding the university's fall 2020 reopening and organizing a pandemic mobile field unit at the Hamel Recreation Center, the implementation of an emergency facial coverings ordinance for the Durham community, assisting UNH with hosting the Covid-19 displaced state legislature on multiple occasions on campus, and much, much more.

2020 saw the retirement of three dedicated long-time Durham public servants: Public Works Director Michael Lynch, Public Works employee Raymond (Ray) LaRoche Jr., and Police Chief David Kurz. Mr. Richard Reine was selected as the town's next DPW Director. Sam Hewitt was promoted to Ray LaRoche's position. Long-time Deputy Police Chief Rene Kelley was promoted to Chief at the police department.

Our weekly "Friday Updates" continue to keep the Town Council and members of the community informed of news and happenings



Administrator  
Todd Selig  
reviewing the  
proposed FY 2021  
Town Budget

in Durham. Nearly 3,500 individuals subscribe to this weekly broadcast. Durham also continues to bolster its Twitter and Facebook presence in order to meet the demands of residents' changing preferences for information distribution. Our goal is to keep residents informed of local affairs so they may become engaged when issues are of interest/importance to them. It's not a professional publication however, so subscribers are asked to keep their expectations for coverage reasonable as we work to provide updates as time allows amidst many other competing responsibilities!

Many months of budget planning looking ahead to FY 2021 led to the projection of \$13 million in new value; an increase of only 1%. To offset the typical growth in municipal expenditures, we would ideally bring on an additional \$20 – \$30 million annually. For comparative purposes, between 2008-2012, Durham saw average annual valuation increases around \$6 million. During the recent development experienced in Durham between 2014-2017, the community saw average annual increases of \$28 million. It was this new development, combined with ongoing careful budgetary management, that allowed Durham to keep the local/municipal portion of the tax rate flat for four years in a row in 2015, 2016, 2017, and 2018.

Unfortunately, General Fund revenues, driven by widespread impacts from the pandemic, were down by about \$150,000 from what was projected for 2020, representing a significant negative impact to the town's bottom line. Costs for managing our parking program and credit card fee processing for the downtown parking kiosks were up and although we have increased some parking fees in an attempt to offset this trend – the pandemic has stripped downtown Durham of demand for spaces resulting in a dramatic shortfall in revenue for 2020 and projected into 2021. Revenue projections continue to include an annual \$145,000 payment

from UNH to compensate the community for the university's financial impact upon the town in the area of policing services, plus certain actual roadway costs associated with the upkeep and maintenance/resurfacing of Main Street running through the UNH campus between Pettee Brook Lane and the Rt. 155A intersection. UNH also supports 50% of the Fire Department operational and capital budgets, 2/3 of the cost of joint water and wastewater capital projects, and a pro rata (rolling 36 mo. average) share of the shared water and wastewater operating budgets for Durham and UNH (currently at 59% UNH and 41% Durham for Water; and 57.7% UNH and 42.3% Durham for Wastewater). These and other revenue numbers were helped by a projected \$676,700 per year in revenue (an increase of \$302,700 over 2020) from our PILOT with Riverwoods Durham (\$850,000 payment minus Riverwoods bond payment for water/wastewater utility extensions totaling \$173,300), which began in 2019. The Riverwoods PILOT payments to Durham will incrementally increase over the next few years.

Moody's Investors Services reported on Nov. 5, 2019 that the credit position for Durham was very good. Its Aa2 rating is slightly higher than the median rating of Aa3 for cities nationwide. The notable credit factors include a strong financial position, a very strong wealth and income profile, and a modestly sized tax base. The town has a strong financial position, which is relatively favorable in comparison to Durham's assigned rating of Aa2. These indices are all indicative of measured success in realizing the town's fiscal goals.

Due in large part to the efforts of long-time Durham resident (and retired UNH Professor) Dennis Meadows and a number of other dedicated volunteers, as well as closely coordinated efforts between the town and the ORCSD, we closed in late-2019 on a 40-acre parcel along the Oyster River (utilizing private



donations) between Thompson Lane and Orchard Drive. Funds were then raised through grants and private donations which allowed us to move forward with building a small pedestrian bridge spanning the river, directly linking downtown Durham, our Faculty Neighborhood, and the UNH core campus to 2,000 acres of conservation land – creating an easily accessible future natural oasis for residents on future hot 100 + degree days resulting from the anticipated impacts of climate change.

Oyster River School District Superintendent of Schools James Morse and I continue to work to remain in regular communication with one another regarding issues of mutual interest/ concern. Construction of the new Middle School has been a top priority and area of focus for 2020, a project that will likely result in some modified traffic patterns around the facility along Dennison Avenue, Coe Drive, and Strafford Avenue. It is important to note as well that Town Councilors Kenny Rotner and Allan Howland also served as members of the ORCSD School Board, and in this way strived to ensure there was is good communication between Durham and the ORCSD School Board relative to issues of mutual interest.

The death of Dr. Kenneth Rotner occurred in 2020, around which a wonderful celebration of life was organized by the community at Wagon Hill Farm on Sunday, September 13, 2020. Dr. Rotner's immeasurable contributions to the Durham and Oyster River Communities over many years will have positive lasting impacts for all of the lives he touched in positive ways. The new pedestrian bridge (currently in construction as of the writing of this report) over the Oyster River at Thompson Lane/Orchard Drive was named after Dr. Rotner by official resolution of the Town Council.

Under the leadership of Director Rachel Gasowski and the Parks & Recreation

Committee, we've seen interest and participation in Parks & Recreation programming flourish in Durham. Durham's vision for its Parks & Recreation Department is that it will offer a wide variety of opportunities and concentrations for all residents of any age wishing to participate in accessible, affordable activities. The department also plans/ coordinates community-wide events such as Durham Day, summer children's programming in conjunction with the school district, the summer concert series, as well as managing the Churchill Rink. The new recreation van has also opened up new possibilities such as senior trips to regional museums, etc. While the pandemic put a crimp in many of our typical programming, Parks and Recreation is hopeful we can resume a more normal schedule by summer 2021.

Durham again received the top-ranking score in NH by the Human Rights Campaign's Municipal Equity Index relative to addressing LGBTQ concerns. We sponsored programming celebrating Indigenous Peoples' Day both in 2019 and 2020.

We are a community that truly welcomes and encourages citizen involvement/ engagement, and visitors from the around the world continue to visit Durham (virtually at present via Zoom) to learn from our efforts as part of the World Affairs Council of N.H. programming in conjunction with the U.S. State Department Bureau of Visitor Affairs. We have the privilege of discussing challenging topics in Durham, in part due to the openness of our local government and in part due to the talented staff and Town Councilors, who work tirelessly to keep the municipality prudently managed and on an even keel, allowing citizens to focus their efforts on deeper social, quality of life, and aspirational issues.

Over the last year, Durham has continued to pursue Long-Term Economic, w as well

as Environmental Sustainability, which are inextricably linked. Without economic sustainability, the town will not have the financial resources available over the long-term to stabilize the tax rate, pursue desired projects or necessary municipal infrastructure enhancements, preserve open space, etc. Without a healthy natural environment, we will not sustain the Durham in which residents hope and desire to live, work, and play. Both the 2011 and 2017 Master Plan processes indicate residents of the community seek balance.

Projected sea level rise will contribute in the years ahead to the gradual inundation of coastal areas. We're already seeing it -- and are responding locally. A brand new living shoreline at the town's Wagon Hill Farm was completed in late 2019, so we now have 350 feet of shoreline restored, re-graded, armored with natural hard and soft-scape materials, and planted to restore the salt marsh and tidal buffer that has eroded over time. It's a project that has taken 4+ years of design and close collaboration between the town, state/Federal regulators, the NHDES Coastal Program, the Harbor Master, the Strafford Regional Planning Commission, and UNH environmental researchers utilizing around \$500,000 in local and state grant funds. It has become a regional demonstration project for living shorelines, and an additional \$213,765 is now targeted for 2021 utilizing monies negotiated with Eversource, along with matching funds from a highly competitive National Fish & Wildlife Foundation matching grant the Town received in 2020, to continue to make shoreline stabilization enhancements at the property and beyond.

Durham continued working with the Strafford Regional Planning Commission in 2020 utilizing NHDES funding to study the potential impact of sea level rise on fresh water private wells within the community. It's an interesting initiative

focusing on an issue that, until now, has literally been out of sight and out of mind.

Over the years, Durham has replaced all of its roadside and decorative street lighting with energy efficient LED fixtures. We've installed, under an umbrella power purchase agreement (or PPA), 120 kW of solar capacity at our police station, the public library, and Churchill Rink. This was followed up with a 640 kW solar array at our gravel pit in Lee, NH. Together, these efforts have allowed Durham to offset 100% of the electric demand of all municipal infrastructure with renewable power with the exception of our Wastewater Treatment Plant. As part of the FY 2021 budget development process, the Town Council approved a recommendation of the Energy Committee to move forward in 2021 with the purchase of the solar arrays at the rink, police station, and library.

We have painstakingly worked over many years to create a municipal water system that is inherently resilient in order to reliably provide approximately 1.2 million gals/day of water to both town and campus. Together, Durham/UNH operate four water sources, one of which utilizes an artificial recharge system pumping raw water from the Lamprey River to our Spruce Hole Aquifer in Lee during times of plentiful flow, increasing our reserves for drought conditions. A new \$20 million Water Treatment Plant on the UNH campus was also completed in 2020, deploying state of the art technology -- replacing an aged/outdated facility, for the benefit of UNH and Durham water users alike. While the entire region struggled with drought conditions this past summer/fall, the Durham water supply remained sustainably secure for our water users. This is the result of good planning and active collaboration between Durham and UNH.

The town and UNH, through the joint administrative Water, Wastewater, Stormwater, and Roads Committee, continue to address

a multitude of Town/Gown items to include efficient operation of our water combined system as described above, focusing attention on water quality deficiencies within the Great Bay Estuary (nitrogen) as identified by the NHDES and the EPA, meeting EPA wastewater and stormwater MS-4 mandates (the Total Nitrogen General Permit was ultimately issued by EPA in December 2020), maintaining a required NHDES backflow prevention program, general water/sewer infrastructure, the Lee water line extension in coordination with the NHDES and the Town of Lee to address MBTE contamination at the Lee Traffic Circle, and more. On the front lines of our utility infrastructure both on and off campus, the town and the university are joined at the hip and work seamlessly together.

On this note, we have developed cooperative and collaborative efforts with UNH to enhance the mutual intellectual, cultural, environmental, social, and economic benefits associated with hosting New Hampshire's flagship state university, including redevelopment of 66 Main Street, the creation of a West Edge Innovation District, and more. Unfortunately, both aforementioned projects were put on the back burner in 2020 due to the pandemic. Town and gown continue to communicate and work toward the redevelopment of 66 Main Street. Following many months of review by USNH Board of Trustees/UNH/developer, a delegation from UNH/town traveled to meet with Elliott Sidewalk Communities in late-January 2020. Durham and UNH are currently exploring the potential sale of 66 Main Street from the University to the town based on appraised valuations of the parcel.

Through the efforts of Ellen Snyder, our part-time contract Land Stewardship Coordinator, and the Land Stewardship Subcommittee of the Conservation Commission, we continue to make significant inroads in properly managing the numerous lands and easements under the town's stewardship. The Council also established the Durham Town Land Stewardship Patron's Trust back in 2018 to enable citizens or organizations to donate money to support our local conservation land management efforts, rather than relying solely on tax dollars for this purpose. These monies, as well as the Conservation Fund under the oversight of the Conservation Commission, have provided an ongoing source of modest funding to move targeted stewardship initiatives forward.

In closing, I would like to note that our town employees within public works, police, fire, planning, zoning, town clerk/tax collector's office, IT, DCAT, and more — are terrific people, working hard with finite resources to meet the needs of a demanding citizenry with high expectations for exceptional service delivery at the local level. Our Town Council is comprised of thoughtful, hard-working, and dedicated individuals with varied backgrounds and perspectives. The Council, along with the benefit of ongoing public feedback and active involvement by dedicated citizens on local boards, committees, and commissions, all contribute to ensuring Durham remains a strong, vibrant, and welcoming community. While this has been a challenging year in Durham as a result of the pandemic, our town has accomplished an awful lot very well under extraordinarily difficult circumstances. \*

## Town Council

Katherine Marple, CHAIR

It is my privilege to serve our town and although we do not agree on every issue, I am certain that the council strives to make sound, fiscally prudent decisions to allow our town to function.

It goes without saying that the COVID pandemic has made life difficult for everyone. Our school board is trying, as I write this report, to come up with the best plan to keep education moving forward. We councilors understand that the strain of having kids stay home every day is hard. I wish that we were not in this position and I am very proud of our residents for meeting the many challenges of the pandemic without much fanfare and with hard work. Our administrator, Todd Selig, along with our departments, took a deep breath and dove into the budget to address the loss of revenue due to limited development and COVID. It was very difficult to make necessary cuts to keep the budget as steady as usual. The council is poised to deliberate on items left on the table after normal expenses. It is not an enviable job.

The Town Clerk's Office, the Town Moderator, Supervisors of the Checklist, and dozens of volunteers rose to the challenge of ensuring a smooth, fair election process. We had three well run elections this year, no small feat in the time of COVID.

As always, I want to acknowledge the fine work of all of our employees. We welcomed our new Public Works Director, Rich Reine, who has made a smooth transition due to his long history working in this field. We miss Mike Lynch and hope that he is enjoying his retirement. The Police and Fire departments are adjusting to life in a pandemic. Our former Police Chief, Dave Kurz, retired this year and our new Chief Rene Kelley has made a seamless transition into the



**Katherine Marple**  
Chair Term: 3/20 – 3/23

job. We thank them both for their long service to Durham. It is understandable that the threat of illness makes the first responders' jobs that much harder and we appreciate their willingness to get the job done nonetheless. Public Works makes the most of their time on the job as always. The work they do is often not seen but they are the backbone of our town. We cannot function without them. Todd and all of his support staff throughout the Town Hall offer cheerful, professional service. Durham is fortunate in its employees.

If you feel like getting involved in our many committees and commissions there are often openings available. The town website should indicate what opportunities exist. Volunteerism is a highly valued commodity in local government. That is what democracy is all about.

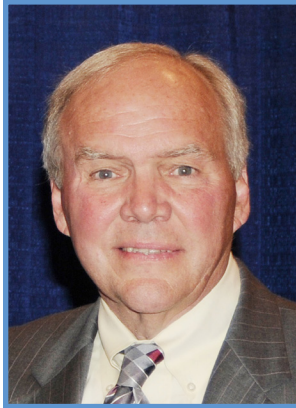
My best to all of you during this enormously challenging time. \*



# Town Council Members



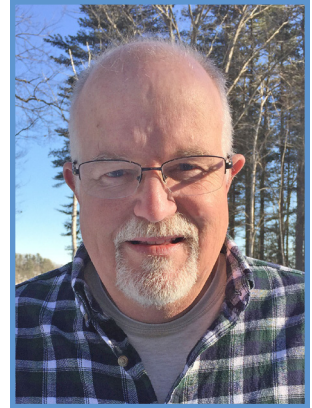
**Andrew Corrow**  
Chair Pro Tem  
*Term: 3/18 – 3/21*



**Wayne Burton**  
Council Member  
*Term: 3/19 – 3/22*



**Allan Howland**  
Council Member  
*Term: 3/19 – 3/22*



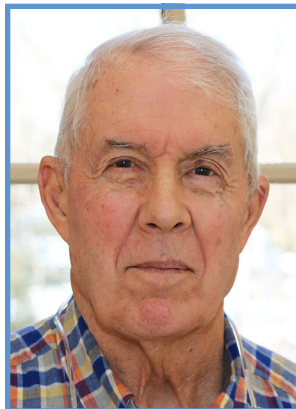
**James (Jim) Lawson**  
Council Member  
*Term: 3/18 – 3/21*



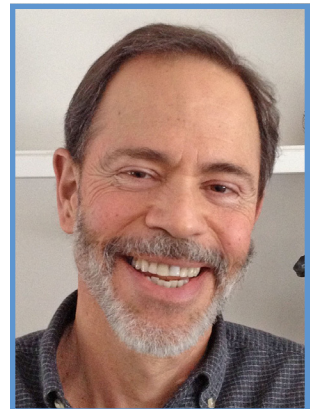
**Sally Needell**  
Council Member  
*Term: 3/20 – 3/23*



**Sally Tobias**  
Council Member  
*Term: 3/20 – 3/23*



**Charles (Dinny) Waters**  
Council Member  
*Term: 3/19 – 3/22*



**Carden Welsh**  
Council Member  
*On 9/14/2020, the Council appointed Carden to fill the unexpired term of Kenneth Rotner until the March 2021 Town Election.*



# Culture and Recreation

## Conservation Commission

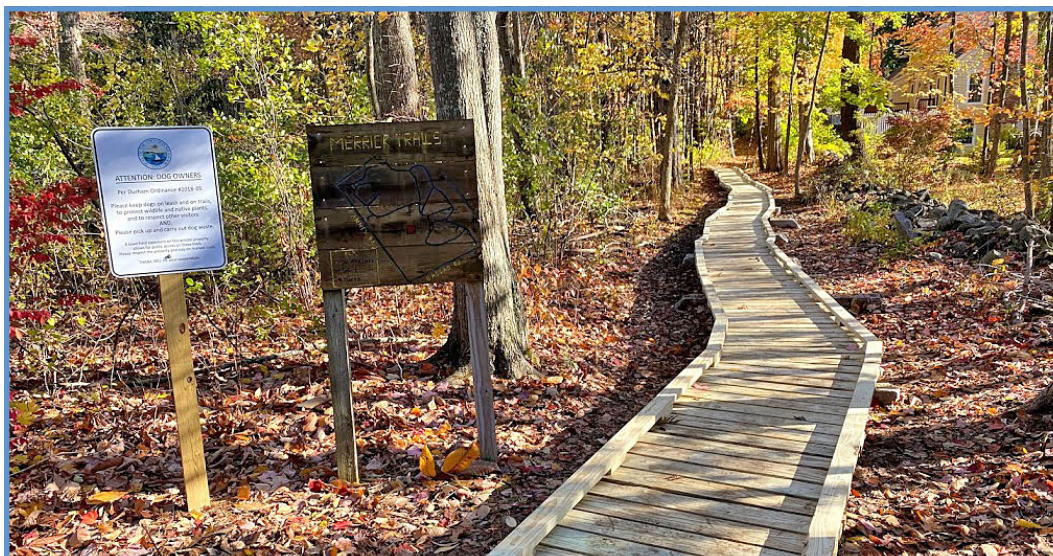
Sally Needell, CHAIR

*MEMBERS: Coleen Fuerst, Mary Ann Krebs (vice chair); Jacob Kritzer, John Nachilly, Walter Rous, Roanne Robbins, alternate; Liz Durfee, alternate; James Bubar, Planning Board representative; Sally Needell, Town Council representative*

*FORMER MEMBER and FORMER CHAIR: Bart McDonough*

### Role of the Conservation Commission:

The Conservation Commission has a state legislative mandate to inventory, manage, and protect the natural resource of the town. Key responsibilities of the Durham Conservation Commission include reviewing wetland permit applications and making recommendations to the Planning Board and the NH Department of Environmental Services; overseeing expenditures of the Conservation Fund and the Patron's Trust; evaluating funding requests for land acquisitions and stewardship projects; and assisting the Land Stewardship Subcommittee.



This 110-foot boardwalk at the Bagdad Road entrance to the Merrick trailhead was funded by private donations and built by volunteers.  
*Courtesy John Nachilly*

## Accomplishments and Activities in 2020

- Updates on and support of the Oyster River Bridge connecting Mill Pond Road and Orchard Drive.
- The final map of the Town of Durham trails was completed by Christine Soutter.
- VHB presented the feasibility study update for the Mill Pond and dam.
- The DOT's Route 4 exit ramp, including signaling and other improvements, was reviewed.
- JFK Environmental Services presented plans for a groundwater modeling project to study the impacts of groundwater levels and water quality in Durham from projected sea level rise.
- Plans for the Climate Adaptation chapter of the Durham Master Plan were presented.
- The wetland applications process was reviewed and lists of resources and questions for applicants were prepared.
- Members of the Conservation Commission participated in Taking Action for Wildlife \*

### CONSERVATION COMMISSION APPLICATIONS IN 2020:

Project Address	Map/Lot	Permit Reviewed	Project Description
Bennett Road	15/1	Wetland Permit (NHDES)	Culvert Pipe Replacement
83 Mill Road	7/2	Conditional Use (WCOD)	Install water line, septic lines and septic system, and frost wall
253 Durham Point Rd.	12/15	Conditional Use (WCOD)	Solar array
18 Garrison Avenue	2/12-12	Conditional Use (WCOD)	Reconstruction of building and parking lot
Main Street		Wetland Permit (NHDES) -No comments	1200' Water Line
266 Newmarket Rd.	18/4-2	Conditional Use (WCOD)	Driveway extension and utility project
22 Colony Cove	12/25	Conditional Use (WCOD) Wetland Permit (NHDES)	Patio project
51A Durham Point Rd.	11/35-1	Permitted Use B (WCOD)	Permeable Reactive Barrier
Mill Plaza	5/1-1	Ongoing	Redevelopment
91 Bagdad Road- Gerrish Drive Subdivision	10/8-6	Ongoing	Conservation Subdivision

## Land Stewardship Subcommittee

Ann Welsh, CHAIR

*MEMBERS: Ann Welsh (Chair, At-Large), Sally Tobias (Vice-Chair, Economic Development), John Carroll (Agricultural Commission), John Nachilly (Conservation Commission), Larry Brickner Wood (Heritage Commission), Andrea Bodo (Heritage Commission), Mike Everngam (Trustees of the Trust Fund), Gale Carey (At-Large), Vin Dell'Ova (At-Large), Rachel Gasowski (Parks & Rec Director), Todd Selig (Town Administrator), Rich Reine (incoming DPW Director), Mike Lynch (outgoing DPW Director)*

*FORMER MEMBER and FORMER CHAIR: Kenny Rotner, Town Councilor*

### Role of the Land Stewardship Subcommittee:

The Land Stewardship Subcommittee was established in 2010, to help guide and coordinate the stewardship of the town's conservation

areas, parks, and other lands. To help fulfill this need, Ellen Snyder has been hired to coordinate land stewardship activities, responsibilities, and opportunities on town-owned lands in consultation and collaboration with the Durham

Land Stewardship Subcommittee. The Land Stewardship Subcommittee has representatives from multiple town commissions and departments, as well as at-large town residents. \*

## PROJECTS AND ACTIVITIES OF 2020

Area	Work Accomplished in 2020
General	Monitoring of town-held conservation easements. Trail signage and etiquette, including leash laws and safe practice on trails during the coronavirus. Trail assessment and identifying improvement needs. Generation of standardized trail maps of Durham Conservation areas. Nature activities/events available to the public. Horses on Trails Ordinance approved by the Town Council. Knotweed and other invasives control.
Doe Farm	Regarding and expansion of parking, new fencing, and entrance signs. New historical interpretive signs. Response to increased vandalism and unauthorized use of campfires. Planned winter 2021 timber harvest; Clearing underbrush and downed trees. Endorsed UNH research on the Emerald Borer.
Merrick Trail	Fundraising for and construction of a bridge at the trail entrance on Bagdad Road.
Thompson Forest	Removal of invasive plants; Construction of 2 trail bridges.
Wagon Hill Farm	New 35' boardwalk (Eagle Scout project); Assessment and repair of trails and bridges; Identification of 8 sites in need of improvement.
Oyster River Bridge	Planning and fundraising support.
Stevens Woods	Designs for construction of bridges, parking area and kiosk.
Oyster River Forest	Clearing invasive plants; Temporary-bridge construction.
Beaudette	Engineering design for bridge; New trail to Stevens Woods.
Longmarsh Preserve	Bog bridge repairs with the Rotary Club on Durham-Great Bay.

## Historic District Commission/Heritage Commission

Andrew Corrow, CHAIR

*MEMBERS: Andrew Corrow, Chair and Town Council representative; Larry Brickner-Wood, Vice Chair; Charlotte Hitchcock; Michael Hoffman; William McGowan, Planning Board representative; Carolyn Singer; and Aaron Wolfson-Slepian. Many thanks to former member and vice chair Andrea Bodo who completed her long-time service in April.*

### Scope:

The Historic District Commission/Heritage Commission has broad responsibility to preserve and promote the historic, cultural, educational,

and economic resources in the designated Durham Historic District, as well as in the larger community. The Historic District, under the purview of the Historic District Commission (HDC), starts at the intersection of Main Street and Madbury Road and proceeds southeasterly along Main Street to Newmarket Road as far as Laurel Lane. The commission reviewed a number of applications covering residential, commercial, and town properties.



The Heritage Commission advocates for resources outside the district but it does not have authority to review and approve projects. The commission advises and educates property owners, town boards and commissions, and others about the town's important resources.

### 2020 Accomplishments:

In addition to various requests for renovations, repairs, and signage, significant projects included the following:

- **26 Newmarket Road.** An application was approved to demolish existing garage, build a new attached garage and accessory apartment, and make several other changes to the site.
- **17 Durham Point Road.** Extensive alterations to the 1790 house were approved.
- **10 Newmarket Road.** Work continues on this beautiful structure being painstakingly restored by Bedard Preservation and Restoration. An application to install 38 storm windows to be painted white to match the trim was approved.

The commission established the Phase 1 Study Group that will make recommendations to the

Town Council on the restoration of the Wagon Hill Farm House and the Old Court House. The commission also endorsed the placement of several signs at Wagon Hill Farm now that the property is listed on the New Hampshire Register of Historic Places.

### Goals for 2021:

- Develop a plan for installation of plaques on historic buildings.
- Apply for training program for HDC members through the National Alliance for Preservation Commissions.
- Work with the Public Works Department to develop Cyclical Maintenance Plans for the Wagon Hill Farmhouse and the Old Town Hall.
- Submit LCHIP grant application for Wagon Hill Farmhouse and the Old Town Hall.
- Work with the Durham Historic Association to educate the public about preservation of our local historic structures.
- Host public events such as a walking tour of the Historic District, educational programs, or candlelight events. \*



Earlier this year, the Historic District/Heritage Commission selected Lori and Steve Lamb, proprietors of the Thompson Inn on Bennett Road, to receive the commission's 2020 Historic Preservation Award (to be presented post COVID-19) in recognition of the outstanding work they have done. The restored inn has become a popular venue for weddings and other special events for both Durham residents and visitors from around the region. The Historic District/Heritage Commission has recognized two other properties in recent years: the General Sullivan House and the Marie Polk House at 47 Newmarket Road. *Courtesy Thompson Inn website*

## Parks & Recreation

Rachel Gasowski, DIRECTOR

Durham Parks & Recreation (DPR) continues to focus on offering a broad range of outdoor and indoor recreational activities that are available to town residents of all ages, abilities, and interests. Residents can count on programs and events that bring the community together, in our parks, facilities, and throughout our vibrant downtown that are welcoming and safe.

After a very successful year in 2019, Durham Parks & Recreation moved into 2020 with great enthusiasm and high expectations for another positive year. With a full slate of programs, events, camps, and trips lined up and registrations rolling in, DPR's forward momentum came to a screeching halt in early spring when COVID-19 hit, pausing the department temporarily. Although almost everything that was planned for the spring needed to be cancelled, Durham Parks and Recreation was resilient and creative in finding ways to safely revamp scheduled events, roll out new virtual programs, rehome fitness classes to take place outdoors, and remain connected to the community through weekly Constant Contact eblasts. The department followed COVID-19 guidelines and created a phased plan to reopen town parks and playgrounds, and safely offer in-person program opportunities, utilizing our many great outdoor spaces and trails. While 2020 was met with many challenges, I'm proud of what the department was able to accomplish along with all the recreation opportunities DPR was able to offer to the community.

### 2020 Highlighted Accomplishments:

- Creatively revamped many of DPR community events that typically take place between March- December. Several new smaller events were created as a result, with the large community events unable to take place due to the pandemic.
- Created six weeks of themed camp boxes to replace R.E.A.C.H. (partnership camp with ORCSD). Over 210 camp boxes were delivered throughout Durham, Lee, and Madbury over the six weeks.
- Successfully hosted a variety of outdoor nature and adventure based after school programs (in partnership with Seven Rivers Paddling) for fall 2020, including Mountain Bike Club, Medieval Wilderness, Off The Beaten Path, Outdoors to Explore, and Art in Nature.
- Introduced a new youth community ski program in partnership with Gunstock Mountain.
- Worked closely with local businesses and organizations to offer two new community events that supported our local non-profits and businesses.
- Worked with the Integrated Waste Management Committee and Public Works to develop a six-week community compost challenge.
- Worked collaboratively with recreation departments throughout the state to develop a New Hampshire esports league.

### Goals for 2021:

- Make as many accommodations as possible to safely offer programs and events to the community while working through the challenges that COVID-19 continues to present.
- Revisit the 2020 goals that were unable to be accomplished due to the pandemic. This includes the Community Parks & Recreation Survey with the Parks & Recreation





From March on, DPR has offered a variety of programming both virtual and in-person. A youngster enjoys kyaking as part of the DPR's outdoor nature and adventure-based after school programs (held in partnership with Seven Rivers Paddling) *Courtesy Peter Sawtell, Seven Rivers Paddling*

Committee to discover the department's strengths, any areas in need of improvement, and to evaluate general recreational needs and interests of the community.

- ❑ Conduct an assessment of the town's two main playground and park spaces with Durham Public Works to plan for future maintenance needs, and outline potential upgrades to current structures, landscape, and activity areas.
- ❑ Work closely with the rink manger to help push forward improvements and renovation efforts at Churchill Rink.
- ❑ Continue to adapt current programs and develop new program opportunities and events for all ages within the community.
- ❑ Continue to foster positive partnerships that have been built between UNH, various community organizations and businesses, town departments, ORCSD, Lee and Madbury, and Durham Parks & Recreation.

I am extremely grateful for the positive

working relationships DPR has with other town departments. Their continued support of our programs, events, and operations has allowed us to offer all that we do while adding great value to programs and events for the community. 2020 has been a challenge for DPR as it has been for so many. The support and trust the community exhibited for the Parks & Recreation department during this challenging year is appreciated. The department is anxious to once again offer the programs and events that were not able to take place in 2020, and look forward to continuing to be creative in rolling out new recreation opportunities for our amazing community that bring us together safely.

**Our Mission:** Durham Parks and Recreation offers a wide range of quality programs, parks, and facilities that encourage all Durham community members to participate in healthy, fun, and enriching activities. Together, with the residents of Durham, we celebrate the essential role public recreation plays in fostering a cohesive and vibrant community. \*

## Durham Public Library Board of Trustees

Charlotte Ramsay, CHAIR

*LIBRARY BOARD OF TRUSTEES: Charlotte Ramsay, Chair; Erik Waddell, Vice-Chair; Andrew Sharp, Secretary; Anne Knight, Treasurer; Nancy Webb, Carolyn Singer, Robin Glasser; Martie Gooze, Alternate; Stan Reczek, Alternate; Nicole Cardwell, Alternate.*

*FORMER TRUSTEE: Susan Roman*

### Important addition to 2019 annual report:

In March 2019 Trustee Jenna Roberts retired from the DPL Board after serving 9 years, six as Chair. Jenna was a key player in the building of our library and provided strong leadership during the following years as the Board and staff adapted to the new building, expanded services, and dealt with difficult personnel changes. Jenna was a powerful advocate for the library, particularly for fair compensation for library staff. It's a year late, but heartfelt thanks to Jenna for her many contributions.

...And now to 2020, which has been dominated by the challenges of offering library services in a safe and responsible way in the midst of the Covid-19 pandemic.

Trustees email: [BoardofTrusteesDPL@gmail.com](mailto:BoardofTrusteesDPL@gmail.com)

### 2020 Accomplishments:

- With strong leadership from our new director, Sheryl Bass, the Durham Public Library responded to the challenges of the pandemic, first closing, then offering curbside pick-up, and then opening for brief browsing/computer use with a 15-person limit. Thanks to our dedicated, flexible, and creative staff, the Library has safely been able to continue to be open and has offered all sorts of virtual activities and programs, take-home activities, and streaming services.
- Several new policies were approved, most notably eliminating fines for overdue

materials and detailing how the library will respond to the pandemic.

- Two redbud trees were planted in front of the library in memory of long-time Library trustee Bill Schoonmaker who died in March 2020. Bill's family and the Trustees jointly funded the plantings of Bill's favorite trees. The reading area of the periodical room was enhanced with gifts made in memory of Jim Bealiveau who died in 2019.
- Susan Roman retired as Trustee, after serving 6 years and providing not only legal expertise, but institutional memory and wise counsel.

Kids couldn't come to our storytime crafts, so we brought the stories to them virtually and made crafts and activities-to-go!! Pictured is just one of the many crafts the youth services staff put together for our young patrons to enjoy safely. *Courtesy DPL*





Many thanks to Susan for her service. Two new alternate trustees, Stan Reczek and Nicole Cardwell, were appointed to strengthen the Board in anticipation of two trustees retiring in 2021.

### **Goals for 2021:**

- Develop a 3-5 Year Strategic Plan, to ensure the Library is meeting the needs of Durham and providing services that enrich our community. Gifts made in memory of Bill Schoonmaker will help fund a fitting and needed initiative. (Development of the Strategic Plan was postponed from 2020 due to the pandemic.)
- Strengthen outreach to the entire Durham Community, including fostering connections

### **Library Director**

Sheryl Bass, LIBRARY DIRECTOR

The Durham Public Library's mission is to enhance the quality of life in Durham through open access to ideas and information, encourage exploration and learning in people of all ages, and support cultural enrichment by establishing the library as a center of our community. Each library staff member is highly committed to providing excellent public service that exceeds the expectations of our patrons.

In 2020, COVID-19 introduced new challenges to service in almost every aspect of library operation. It became clear in March that there would be no easy solutions to the growing dangers the pandemic was introducing to both staff and patrons. The Library made the difficult and unprecedented decision, out of an abundance of caution, to close its doors from March 16th to May 17th. The closing of any public library has significant impacts on any community where one resides. The Library is a place where people normally expect to gather

with other groups and organizations in Durham.

- Continue to upgrade technology and on-line services, as well as our traditional collections.

The Trustees of the Durham Public Library value the support of the Friends of the Library, who continue, even with the pandemic, to enhance library services through funding museum passes, the children's literacy program and a facilitated book discussion group. We are grateful for the steadfast support from the Town of Durham and for the generosity of individual citizens who give so faithfully to the library through the Annual Appeal. \*

in community and access both information and technology services in-person. Sometimes, the free information and services that the Library offers via its physical materials, computers and network connection are the only services some people have access to, so it was a decision that was not taken lightly. With over 5,000 active patrons, it became clear very quickly that we needed to shift our paradigm of patron service to continue to serve the community and offer access in different ways while keeping everyone safe. So, that is just what we did!

And though the pandemic added an extra layer of complexity to all our tasks, it also gave us an opportunity to look inward and outward to evaluate the needs of the community and how we could best serve. By shifting our in-person programming to all virtual programming across multiple platforms and beefing up our existing digital resources so that patron would have access to digital information

and entertainment from home. We brought the library to our patrons!

After much thought and planning by the Library Board of Trustees and staff, on May 18th the Library implemented a phased re-opening plan that allows the Library to move toward restoring full services to the community in 2021. Currently, though our services are limited, and we continue to provide access to patrons from home, we now have our patrons back in the building and we could not be happier to see them. We missed them very much.

**Children and Youth Programming and Services.** From making wraps for bats wounded in the Australian Wildfires, hosting virtual baby lapsits and storytimes, to providing backpacks with curated themed materials, Technology kits-to-go, activity and literacy kits-to-go, the DPL Childrens and Youth Services Department went all out in 2020. After closing, staff quickly shifted from in-person programming to virtual programming for children and youth in the community conducting almost 200 interesting and educational in-person or virtual programs and activities for young people in the Durham community. Even the well-attended Library Summer Reading Program was virtual.

**Adult Programming and Services.** The Adult Services Department has hosted a total of 102 in-person or virtual programs. Last year the focus was on diversity and providing adult programs to a wider demographic of patrons including options throughout the year for music, art, business, tech, meditation and mental health, craft/DIY, cooking and home, history and of course literature. Strides were made in standardizing cataloguing and weeding based on best practices with an eye to increasing accessibility of the collection. Care has been given to paying close attention to the idea of inclusion within the physical collection, including but not limited to, increasing

holdings by diverse authors and perspectives, historiographies of the most used nonfiction categories to create more complete collections within each genre, and attention to in-house language used to catalog and represent specific collection categories.

### **2020 Accomplishments:**

#### **□ Introduction of cross platform virtual programming for patrons and staff.**

Transition to completely digital programming during the pandemic, including original literacy programming, technology and entertainment programming and tutorials created and taught by Library Staff. Library staff are now using multiple online platforms like Zoom, Facebook Live and the DPL website to deliver both synchronous and asynchronous programming. Interest in our web presence across platforms is up by 30%.

The Library responded to the challenges of COVID by offering a popular contactless reserve pick-up service – Library-to-Go!  
*Courtesy DPL*



□ **Contactless “Library-to-Go” reserves pickup at the Library!** The Library re-opened its doors on May 18th with a devised method for patrons to safely pick up their reserved library materials via a contactless method. This service allowed access for patrons to our physical collections for the first time in approximately two months. Patrons continue to use this value-added service heavily today.

□ **New Digital Resources and Technology.** To address lack of access to the building and our physical collection due to COVID-19, 2020 saw the successful launch of four new digital databases, New York Times Digital, Consumer Reports Digital, hoopla and Kanopy. These digital resources also serve to add both breadth and depth to our collection. Additionally, to bridge the digital divide in the community, the Library also added laptops and mobile hotspots for patron checkout.

□ **Outreach and Partnerships.** The Library created new partnerships and relationships within the local community through its outreach efforts. Early in the year, the Durham Public Library extended temporary use privileges to residents of the Madbury Library while their building was closed for construction. During the DPL closing, Interloan services through the State ceased to operate. The Lee, Madbury, and Durham Libraries formed a local cooperative to safely share library materials with each other’s patrons. The Library also worked with UNH to provide access to Dimond Library materials to their Professors Emeriti via the Durham Public Library. Additionally, the Library provides book deliveries to homebound patrons at both Bagdad Woods and the Riverwoods Community; an outreach service that has been much appreciated by residents at both places.

□ **Historical Collections.** 2020 saw the completion of four new historical collections which were previously inaccessible to patrons. The Wollmar Agriculture Collection is now integrated into the regular collection and available for patron checkout. The other three collections have been historically preserved and are available for in-house use.

#### **Looking forward— Goals for 2021:**

- Post-Pandemic Restoration of Services.
- Continued Outreach and Community Partnership Building.
- Development of a Library of Things.
- Continued Strategic Planning.

In closing, the Library benefits from the skillful leadership and guidance of the Library Board of Trustees and the generosity of the Friends of the Durham Public Library. We are grateful to the Durham Public Works Department, the Durham Garden Club and other individual contributors who keep our building and grounds beautifully maintained.

The Library also appreciates the ongoing support of the Community and our patrons who often send us messages of gratitude, encouragement, and support.

Finally, as Library Director, I would like to commend the Durham Public Library staff members for their hard work, flexibility, resiliency, and unique talents. Their devotion to our patrons and their professional execution of their job duties have been exemplary over the last year in difficult times, and I express my sincere gratitude. I am inspired by them every day! \*



# General Government

## Assessor

Jim Rice, CNHA

The Assessing Office is responsible for ensuring equitable assessments, which distribute the town's tax burden in accordance with New Hampshire state statutes. Assessments are based on fair market value of property and are applied in a fair, equitable, and consistent manner. The Assessing Office strives to provide the best possible customer service. Information regarding assessments, tax exemptions, tax credits, tax deferrals, current use assessments, conservation restriction assessments, discretionary easements, abatement requests, and timber tax are available through this office. Information regarding deed and property ownership can also be found in this office, or on the town's website at [www.ci.durham.nh.us/assessing](http://www.ci.durham.nh.us/assessing). A public access computer terminal is available in the lobby of the Town Hall along with tax maps for use regarding property assessment research. Also, assessment information can be viewed on-line at [www.visionappraisal.com](http://www.visionappraisal.com).

### 2020 Accomplishments:

**Statistical Update.** Article 6 of the New Hampshire Constitution states "...there shall be a valuation of the estates within the State taken anew once in every five years, at least, and as much oftener as the general court shall order".

Assessments were last updated in 2018. The Town of Durham engaged the services of three companies to perform the Statistical Update of all property assessments throughout Durham. MRI Appraisal Services, LLC updated the residential properties; Property Valuation Advisors, LLC updated the assessments of the commercial/industrial properties and George Sansoucy, PE, LLC updated the assessments of the utility properties. Each company was chosen for their areas of expertise and their familiarity with the Vision CAMA system (assessing software). All three companies worked in conjunction with the Assessor's Office. The revised assessments reflect market value as of April 1, 2018 and were used in the second (2nd) and final tax bill for 2018. The Uniform Standards of Professional Appraisal Practice (USPAP) reports completed by these three companies will outline the methodology used during the update that will be audited by the Department of Revenue Administration for compliance purposes.

**Current Use Property.** Land that was disqualified from the Current Use program (per RSA 79-A) generated \$1,503.00 in land use change taxes, all of which were deposited into Durham's Conservation Fund.

The following is a breakdown of the 2020 assessments and exemptions used to calculate the net taxable valuation used to compute the municipal, county and local tax rates.

#### SUMMARY INVENTORY OF VALUATION:

Residential (land & buildings):	\$783,646,600
Commercial/Industrial (land & buildings):	\$384,656,071
Current Use Land (per RSA 79-A):	641,616
Utilities:	68,736,000
Valuation before exemptions:	\$1,243,663,487

Exemptions	Exemption Amount	Total Exemptions Granted	Assessed Valuation
Blind:	\$30,000	5	\$150,000
Elderly:			
65-74	\$125,000	7	\$875,500
75-79	175,000	5	875,000
80+	225,000	10	2,250,000
Disabled:	\$110,000	3	330,000
Improvements to assist Disabled	N/A	1	8,000
Solar	Varies	90	2,208,452
<b>Total Exemptions:</b>			<b>\$6,696,452</b>

Net Taxable Valuation: \$1,236,967,035  
*(Used to compute municipal, county and local tax rates)*

	Tax Credit Limits	No. Veteran's Approved	Total Tax Credit
Veteran's Tax Credit			
Standard Veteran's Credit	\$200	187	\$93,500
Surviving Spouse	\$2,000	0	0
Service Connected Disability	\$2,000	13	26,000
<b>Total Veteran's Tax Credit</b>			<b>\$119,500</b>

**Tax Map Update.** The Town of Durham engaged the services of CAI Technologies to update the property tax maps in preparation for the implementation of Geographic Information Systems (GIS) technology. The updated tax maps and GIS will not only transform the valuation processes but can be used within municipal offices to improve efficiency, accuracy and transparency in order to better serve the public. This project should be completed by December 2021.

#### Goals for 2021:

- ☐ Review Conservation Easements, Discretionary Easements, and/or restrictions.
- ☐ Review and inspect those properties where building permits were issued after 4/1/20.
- ☐ Review and inspect properties that have had on-going construction and/or demolition.
- ☐ Review qualified exemptions and credits and process new applicants.
- ☐ Review all abatement requests and make recommendations to the Town Council.

- Review Board of Tax and Land Appeals and Superior Court appeals.
- Continue updating Current Use files.
- Measure and inspect all properties that have transferred between October 1, 2020 through September 30, 2021. The purpose for this process is to ensure that the information on the assessment record cards was correct at the time of transfer, and for the equalization ratio

study which is used to determine Durham's 2021 equalization ratio.

Residents are welcome to contact the Assessor's Office at 603-868-8064 with any questions regarding assessments and/or concerns. Appointments may also be scheduled with the Assessor. Assessing office hours are Monday through Friday 8AM to 5PM. \*

## Cemetery Committee

Craig Seymour, CHAIR

*MEMBERS: Craig Seymour, Chair; William Cote, Michael Everngam, and Town Council representatives Andrew Corrow, Sally Needell, Dinny Waters*

It turned out to be quite a busy year at the Durham Town Cemetery. Year-to-date there have been sixteen (16) burials, four casket (25%) and twelve cremains (75%), continuing the trend toward more cremains burials (up from 50% in 2001). At least five were veterans.

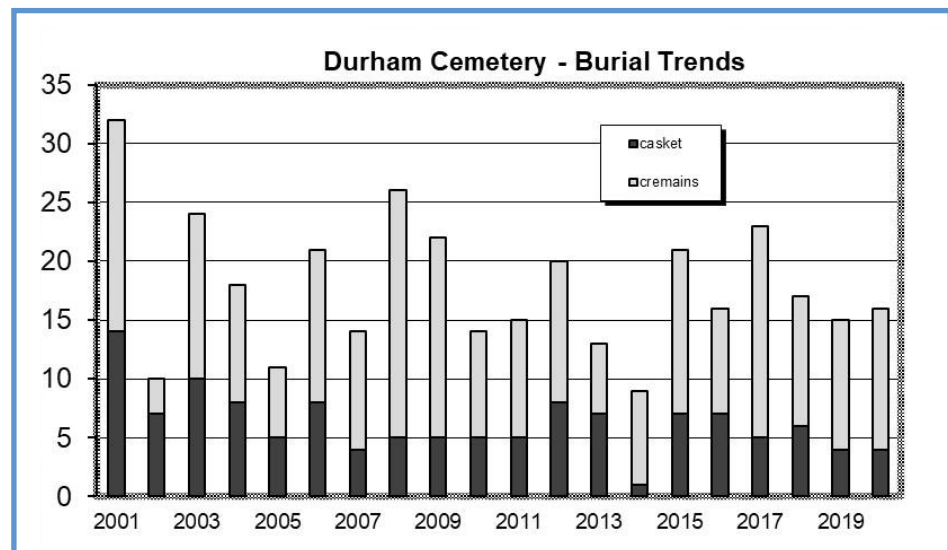
### 2020 Accomplishments:

A total of 33 graves in 20 plots were sold, and no repurchases. Seven were in the cremains-only section. This is the second highest year for grave sales since I started keeping records in 2001. The last big year was 38 graves in 2014, but that only included 5 plots.

- **The Cemetery Care Trust** – into which 50% of grave sale proceeds are deposited – had a fund balance of \$254,090.23 as of the end of September, with \$26,364.22 in interest available.

- **The Cemetery Improvement Trust** – into which the other 50% of grave sale proceeds are deposited for non-routine improvements to roads, grounds, plantings, structures etc. – had a balance of \$29,334.86.
- **The Cemetery Special Project Trust** – created to accept donations by private individuals, groups or organizations for maintenance and improvements in the Town Cemetery – had a balance of \$227.20.

The cremains-only section was expanded in 2019 with the addition of 14 new shared foundations, allowing for 28 more plots to be available. Five of those have sold this year. Flags were



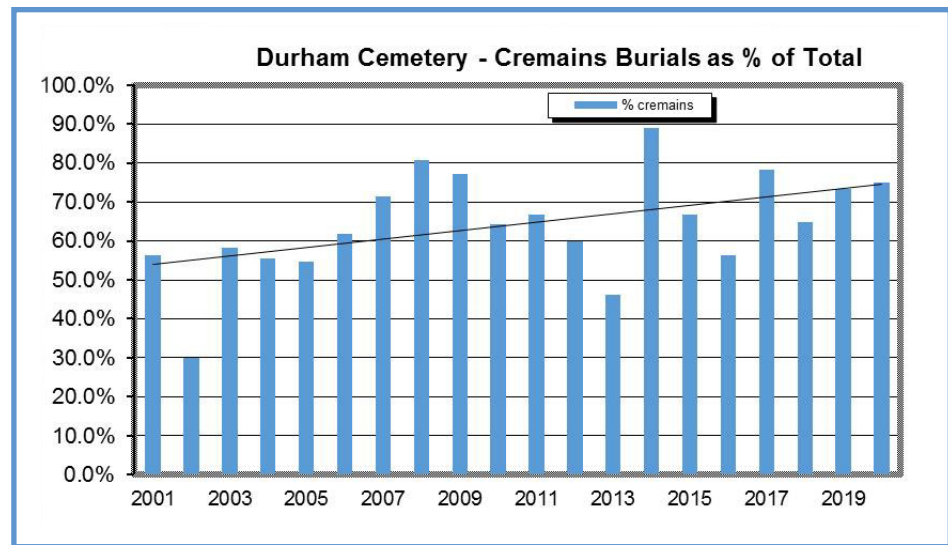
placed on veteran's graves by the local Boy Scout troop and American Legion on Memorial Day, and the Legion volunteers removed them for the winter – thank you!

As usual, the Department of Public Work crews again did a great job maintaining the cemetery this year, despite the lack of

staff, time, and money. I have received several positive comments about the overall appearance of the facility. A particularly large overgrown shrub on one plot was removed by the crews. A group of volunteers replanted the area around the flagpole in the spring, sprucing it up nicely. And a big “thank you” to all of you who visit loved ones or simply walk in the cemetery and pick up/clean up around the graves.

### Looking Forward

Although we did not get to any tree removal this year, the Cemetery Committee will seek recommendations from the town arborist and remove only what is necessary next year.



The committee received an inquiry regarding “green burials” (burials without casket or vault, placed in a shallow grave to allow for natural decomposition). In 2018-2019 the committee gathered information on green burials and decided that the current town cemetery is not the right place and that if additional interest is shown by residents in the future, a process to look into developing a new cemetery could be started. This year only a single inquiry has been made so we will hold off on this until more interest is shown. \*

## Trustees of the Trust Funds

Michael Everngam, CHAIR

*MEMBERS: Michael Everngam, Chair; Craig Seymour, William Cote, James Tobias, Alternate*

### 2020 Accomplishments:

- **Operation of Investment Account.** The reserves and trusts in the custody of the Trustees continue to be invested with People's United Advisors, Inc, Income from

reserve and trust investments for 2019 was \$95,101.69, a yield to the end-of-year market value of 2.34%. Part of this income was spent for the purposes of the various reserves and trusts, and the remainder was accumulated to the balances of the reserves and trusts. The income for 2020 is estimated to be about the same as last year's income. Market value

of securities held at year-end 2019 increased by \$141,264 to \$4,062,555, an increase of 3.58%. The market value of the portfolio at 30 September 2020 was \$4,379,054.79. During the last half of 2019 the equity exposure of the portfolio was reduced in response to concern for risk of market weakness and this posture was maintained through the first 3 quarters of 2020, and has been relaxed for the final quarter. The Trustees have adopted a conservative investment policy (posted on the Trustee's web page) with the primary goal of preserving the ability to carry out the purposes of the town's reserves and trusts.

- **Improvements at Doe Farm:** We continue to be part of the Land Stewardship Subcommittee which is managing the town's conservation interests, including Doe Farm. Under the guidance of the Stewardship Coordinator significant improvements continued to be made on the farm this year. The Land Stewardship Subcommittee and the Trustees cooperated with a UNH study on the Emerald Ash Borer, which was reported extensively in the weekly Friday Updates. The work on invasive species removal also continues. It is planned to harvest timber in early 2021, an effort which will hopefully cull the red pine from the timber stand before it is killed by red pine scale. The plan includes cutting other mature trees of more marketable species to hopefully make the harvest slightly profitable. (Continuing)
- **Transparency Efforts:** The Trustees have maintained a good record of timeliness in posting agendas and minutes. We have generally been able to respond promptly to communications from residents. The Trustees meet on the 4th Friday of each month. (Continuing)

- **Improved Record Keeping:** We continue reviewing records to winnow unnecessary documents, and to maintain those that explain how, when, and why the various funds in our custody were established and investment performance reports. (Continuing)
- **Investment Policy:** The Trustees adopted the present policy during our 27 September 2019 meeting. As required by law, the Trustees forwarded the revised policy to the NH AG's office. (See Trustee's web page for the policy).
- **Internal Controls Policy:** This policy was reviewed and re-adopted at our 24 July 2020 meeting. We are presently updating the policy again. (See Trustee's web page for the policy).
- **Investment Holdings:** Monthly bank statements listing all holdings are on file in the town Business Office and is also available to read from any Trustee.
- **Alternate Trustee Appointment:** James Tobias was appointed as an Alternate Trustee.

#### Goals for 2021:

- Seek to continue our efforts to be prudent custodians of the funds entrusted to us, while seeking sound returns on the investment of these funds.
- Seek ways to expand and improve our inter-relationships with other town departments and bodies.
- Continue to work on those projects/issues shown above which are "continuing".
- Seek a second alternate Trustee to assure continuity in Trustee membership. \*



## Downtown Tax Increment Finance District

Todd I. Selig, TIF ADMINISTRATOR

### Downtown Durham Tax Increment Finance (TIF) District

On September 24, 2012, the Town Council adopted a Development Program and Financing Plan for the establishment of the Downtown Tax Increment Financing (TIF) District pursuant to Revised Statutes Annotated (RSA) 162-K:5 to Fund Improvements that Enhance the Economic Vitality of the Downtown Area, effective April 1, 2013. That document was then amended on March 2, 2015, with a new effective date of April 1, 2015.

#### The objectives of this Downtown Durham Development Program and TIF Plan are to:

- Create new or improved infrastructure including, but not limited to, roads, traffic patterns, utilities, power distribution, water distribution, sewer, stormwater management, lighting, sidewalks, and parking.
- Resurface existing roadways that service properties within the district.
- Improve pedestrian and bicyclist safety.
- Create traffic calming and improve traffic management and safety.
- Stimulate development or redevelopment of commercial property that will provide new commercial and office space, cultural and performance venues, professional services, conference and hotel services, restaurants or other businesses consistent with a vibrant downtown.
- Expand the property tax base.
- Expand and enhance employment and earning opportunities for Durham and area residents.
- Create green space, community meeting areas, and an improved sense of community to help

attract Durham residents and consumers from outside the community that will patronize existing and new businesses in the downtown as well as in other areas of the community.

- Stimulate other businesses to locate or expand within the community.

The Development Program and TIF Plan includes five projects focused on the downtown that are consistent with Durham's Master Plan and the recommendations of the 2009 Durham Commercial Core Strategic Plan:

- Traffic calming and streetscape improvements to the Pettee Brook Lane Corridor - \$75,000.
- Deploying parking Kiosks or other technologies to manage parking resources - \$118,080.
- Planning, engineering and implementation of two-way traffic patterns along Main Street, lower Madbury Road and Pettee Brook Lane, and related intersection improvements - \$651,875.
- Planning, design, and construction of structured parking to support the TIF district - \$3,500,000.
- Resurfacing of Pettee Brook Lane and Main Street (East) - 1" Overlay on Pettee Brook Lane (1,100 feet) - \$26,121; 1" Overlay on Main Street (East) (4,230 feet) - \$116,041.

Subsequent projects will be developed in cooperation with current and future property owners, developers, and other stakeholders and may include:

- Parking facilities including structured parking.
- Road construction or improvements.
- Sidewalk construction or improvements.

- Bicycle lanes.
- Street lighting and landscaping.
- Improvements to utilities and power distribution.
- Improvements to water and sewer capacity.
- Traffic calming and vehicular safety.

The proposed TIF district contains approximately thirty-four and a half (34.5) acres, which represents approximately 0.24% of the 14,336-acre land area in the Town of Durham – the maximum area percentage allowed under the statute is 5%. As of the date the initial Downtown TIF District was approved by the Town Council on September 24, 2012, the assessed value of all property in the district excluding tax exempt was \$58,627,900 or 6.39% of the total assessed value of taxable property in the Town (\$917,477,049) – the maximum allowable value allowed under the statute is 8%. Thus, the district complies with the size and value standards of RSA 162-K: 5.2. 2012 values were used for illustrative purposes at the time the district was originally approved by the Town Council on September 24 2012 because 2013 values were not yet available. The District went into effect on April 1, 2013.

The assessed value of the Downtown TIF District as of April 1, 2013 was \$61,432,700, or 6.44% of the total assessed value of taxable property in the town at that time (\$906,003,460).

The total estimated capital cost to implement the five proposed projects is approximately \$4,487,117. This number excludes annual maintenance and operations costs. The Town Council will determine priority of funding with input from the District Administrator and Advisory Board. Future projects as recommended by the District Administrator and Advisory Board, and approved by the Town Council will be funded with grants, private investment, accumulated captured increment,

public borrowing or a combination thereof as determined appropriate by vote of the Town Council. A TIF Downtown District Advisory Board was established in late-fall 2015 and the first meeting took place in January 2016. No additional meetings have taken place as the district has been inactive with respect to the TIF. The Town of Durham intends to use multiple funding sources to complete the proposed development program as indicated above. A combination of private investment, state, federal & foundation grants, municipal appropriations and betterment / special assessments may be utilized along with any other funding sources that may be identified and successfully pursued during the life of this district.

### **Uses of Captured Incremental Tax Revenues**

Pursuant to RSA 162-K, II (a), the full captured assessed value (100%) for tax year 2014 shall be designated for development within the Downtown TIF District. However, effective April 1, 2015 and all subsequent years, the Town of Durham shall designate seven percent (7%) of the captured assessed value for the retirement of bonds, notes and the operation and further development of the Tax Increment Financing district. The remaining 93% of captured assessed value shall be deemed excess captured assessed value and shall be returned to the tax lists (general fund) per RSA 162-K:10, II (b).

The Downtown TIF District will exist until any debt issued and borrowing initiated to fund the development program is retired and all improvements anticipated within the plan for the district as originally adopted or subsequently amended by action of the Town Council have been completed.

The captured assessed value as of 4/1/20 was estimated to be \$87119,600 by the Assessor, up from a total of \$76,650,300 as of 4/1/19.

Actual tax dollars received (7% of Captured Assessed Value) within the Downtown TIF since its inception have totaled as follows:

2014 - \$ 95,491  
2015 - \$ 47,294  
2016 - \$105,613  
2017 - \$109,165  
2018 - \$142,894  
2019 - \$147,176  
2020 - \$169,108  
Total: \$816,741

Projects undertaken within the Downtown TIF in 2015 (and from the district's inception) were as follows: Resurfacing of Pettee Brook Lane and Main Street (East) with a budget of \$142,162. Of this, \$45,422 was expended on shimming the designated roadways in 2015, and the balance was spent in 2016 to apply a finish coat of pavement. As of December 31, 2020, the remaining net balance remaining in the TIF is \$674,578. \*

## General Assistance Officer

Gail Jablonski, BUSINESS MANAGER

NH RSA 165 requires that each City and Town in the State of New Hampshire provide for any persons who are poor and unable to provide for themselves and that the governing body of each city and town establish written guidelines relative to general assistance. Section 4-10 A-7 of the Administrative Code of the Town of Durham identifies the Business Management Department, headed by the Business Manager, as being responsible for overseeing general assistance services.

The Town of Durham is dedicated to providing for those in need without regard to age, race, sex or national origin. The Business Office is compassionate towards all those seeking assistance and works with everyone who applies, whether the applications are approved or denied, to assist them towards self-sufficiency in the future.

In 2020 the Business Office received and processed ten new applications and continues to assist two families/individuals with qualifying expenses such as rent, electricity, and heating oil. Over the past year we also had numerous people contact our office for information concerning assistance but never submit a formal application. As we move into 2021 we currently have three active cases of public assistance open.

The Business Office works closely with several non-profit service providers in the area, the NH Department of Health and Human Services Office in Rochester, and the NH Local Welfare Administrator's Association for advice and guidance on the more difficult cases.

The town's welfare regulations and the application for public assistance can be located under the Business Office on the Town of Durham's website at: <http://www.ci.durham.nh.us/businessoffice/welfare-assistance>. \*

## Planning and Community Development

Michael Behrendt, PLANNER

Michael Behrendt has served as the Durham Town Planner since 2012. He oversees development but his larger role is helping to make Durham a stronger, healthier, and more beautiful community.

Michael serves as staff to the Planning Board, Conservation Commission, and Historic District Commission and provides assistance to the Town Council and other boards as needed. Please see our section on the website at <https://www.ci.durham.nh.us/planningandzoning> and feel free to contact Michael any time.

### 2020 Accomplishments/Highlights:

**Agriculture Ordinance.** The Agricultural Commission worked with the Town Planner on extensive changes to the Zoning Ordinance to encourage agriculture throughout the town. The amendments were formally initiated by the Planning Board with a number of changes. The Town Council and the board are currently reviewing the proposal.

**Downtown Zoning Amendments.** Numerous amendments to the Zoning Ordinance pertaining to the Central Business District, drive-through facilities, the method for measuring building height, and other matters were initiated by the Town Council. The purpose of the amendments is to promote development downtown and beyond while preserving the essential character of Durham. Residents of the community have expressed different views about whether some of the provisions are indeed consistent with the character

of the town and the Master Plan. The Town Council and the Planning Board continue their review of the proposal.

**Planning Board Applications.** The Planning Board approved a 26-unit addition to Bagdad Wood, the senior project at Madbury Road and Bagdad Road; a new residential structure at Harmony Homes by the Bay to serve employees of the facility; and a new home for the Alpha Tau Omega fraternity at 18 Garrison Avenue. The fraternity originally proposed to retain the Elizabeth Demeritt House, a former UNH structure, and erect an addition to it but unfortunately learned later that the costs for rehabilitation were prohibitive, so that structure will be demolished. The new design was reviewed carefully in accordance with the Town's strict architectural regulations and we expect it will be a handsome new installation.

The board is continuing its review of three significant applications: the redevelopment of Mill Plaza, construction of a large parking lot at 19-21 Main Street behind the Red Tower, and creation of a 15 house/dwelling unit subdivision on a parcel located off Gerrish Drive. Each of these three projects have generated a good deal of public interest.



Image of addition (structure with higher ridge line) to Bagdad Wood Development by Underwood Architectural Renderings.



**Historic District Commission.** The Historic District Commission reviewed numerous applications for renovations and additions, windows, and signage, including work on the grand house at 10 Newmarket Road (adjacent to Mill Pond Road) where restoration by Bedard Preservation and Restoration continues. The commission started work on a strategy for carrying out rehabilitation of the old brick Town Hall and the Wagon Hill farmhouse in accordance with recommendations provided by consultant Aaron Sturgis of Preservation Timber Framing. We were very pleased to finalize the placement of the entire Wagon Hill property on the New Hampshire Register of Historic Places after completion of a full survey of the site.

**Conservation Commission.** The Conservation Commission reviewed numerous projects involving construction within the Wetland Conservation and Shoreland Protection Overlay Districts, commented on projects to the New Hampshire Division of Environmental Services, and oversaw work on various Town lands – including removal of invasive species, clearing vegetation from old cellar holes, building and maintaining trails and bridges, and installing an informational kiosk - in cooperation with Ellen Snyder, Land Stewardship Coordinator.

## Goals for 2021:

**Zoning Rewrite.** A significant rewrite of the Durham Zoning Ordinance pursuant to recommendations of the Master Plan is underway. Proposed amendments to various sections of the ordinance will be presented to the Planning Board for consideration as time permits.

**Subdivision Regulations.** The town's Site Plan Regulations were rewritten in 2016. Our Subdivision Regulations are antiquated. The staff will work on an overhaul of these regulations and present them to the Planning Board when the draft is completed.

**UNH Projects.** The town is coordinating with the university on a potential large scale mixed-use office and high technology project at UNH's West Edge, located inside the intersection of Main Street/Old Concord Road and Mast Road. We have prepared a draft Planned Unit Development ordinance to accommodate such projects. Once finalized the ordinance will be presented to the Planning Board and Town Council.

**Master Plan Implementation.** We continue to work on implementing the many recommended actions included in the 11 chapters of the Master Plan that were adopted in 2015 (The Future Land Use Chapter was adopted in 2018). \*

## Supervisors of the Checklist

Ann Shump, CHAIR

*SUPERVISORS: Ann Shump, Chair; Deborah Hirsch Mayer, Christian Kuhn*

All election officials, including the Supervisors of the Checklist, were very busy in 2020. Not only did the supervisors need to prepare for four elections, but had to do so in a safe and secure manner. Durham was fortunate in that the Town Election was held just before everything shut down due to the COVID-19 pandemic

(some towns have later elections) and that the Durham Town Hall never completely closed. Some supervisors across the state could not even get into their town halls this fall.

Some specific highlights of the year started with the School Deliberative Session on February 4,

followed only a week later by the Presidential Primary on February 11. The Town Election was March 10, followed very quickly by a shut-down of the State of New Hampshire. The New Hampshire State Primary was held on September 8, with the State General/Presidential Election held on November 3.

### **2020 Accomplishments:**

- Our well-oiled group of assistant supervisors registered over 1400 new voters at the Presidential Primary.
- All new voters were entered onto the checklist by the March Town Election, less than a month later.
- The Secretary of State's office began meeting with all of the supervisors in the state every other week to discuss how to deal with the upcoming elections in the midst of the pandemic. They also met at different times with the town/city clerks and the moderators.
- Sneeze guards, masks, gloves, hand sanitizer, pens, and other PPE were distributed by the state to all towns and cities for use at the fall elections. Durham asked for more sneeze guards and received them.
- The State Primary was set up in the Oyster River High School gym with input from the Moderator, the Town Clerk, the supervisors, and the ORCSD. Without assistance from maintenance and high school personnel, as well as our usual wonderful Durham Public Works Department, we would have had difficulty preparing for that election. Our little corner of the gym that was used for registration ran quite smoothly.
- 90 new voters were registered at the State Primary.
- Shortly after the Primary, UNH officials contacted us about conducting registration drives on campus. The supervisors thought they may not be able to do that this year since the campus was being very careful about who was allowed on campus, especially in its buildings. After much discussion and planning, the supervisors and some volunteers, along with Town Clerk Lorrie Pitt and her team, were allowed to join some UNH personnel to run three registration



Students line up in the hallway of the ORHS to vote in the February 11, 2020 NH Presidential Primary (pre-COVID-19 mask requirement).  
*Courtesy Todd Selig*

drives that also allowed students to cast absentee ballots. All who participated had to have negative COVID-19 tests within a week of each drive. Students had to sign up for specific time slots so there would not be too many people in the room at one time. 270 students were registered during those drives.

- ❑ A record number of absentee ballots were cast for both elections, which the Town Clerk's office processed.
- ❑ Over 1300 new voters were registered at the General Election on November 3. This was about half of what might have normally been expected, but allowed the supervisors and their wonderful group of volunteer assistant supervisors to successfully register them all in an election where social distancing was required and where only one person at a time could be registered.
- ❑ The supervisors were concerned about being able to find enough volunteers for the General Election, but many of the usual volunteers were willing to help in spite of the pandemic, and we were also able to recruit and train a number of younger people (under the age of 60) to help out.

- ❑ The current number of voters on the Durham checklist is currently over 18,000. This is temporary since the supervisors expect to remove at least 900 voters as a result of people who were previously registered in Durham but have since moved away and registered elsewhere.

#### Goals for 2021:

- ❑ The supervisors will be playing catch-up well into 2021.
- ❑ The Deliberative Session will give the supervisors a deadline to finish processing the General Election.
- ❑ The Town Election in March is the only other election in 2021.
- ❑ Every year ending in the number 1 is a purge year for all towns and cities in the state, so 2021 will keep the supervisors busy with that purge. Anyone who hasn't voted within a certain amount of time will be sent a letter explaining that if the supervisors do not hear from them within 30 days they will be removed from the checklist.\*



Volunteer Lilly LeBlanc assists the Town Clerk's Office with stuffing and mailing out over 2,000 absentee ballots for the State Primary held on September 8, 2020. Courtesy DCAT Studios



## Town Clerk-Tax Collector

Lorrie Pitt, CERTIFIED TOWN CLERK-TAX COLLECTOR

In 2020, the Town Clerk-Tax Collector's office experienced several challenges from the COVID-19 pandemic that required its employees and residents to adapt. The clerk's office quickly took charge and implemented new procedures to effectively continue its operations and successfully facilitate four major elections.

### 2020 Accomplishments:

**Response to COVID-19.** The clerk's office navigated Governor Sununu's COVID-19 "Stay At Home" order in late March 2020 by promoting its online payment and mail-in options for residents to renew vehicles, register dogs, and pay utility and tax bills from home. During this time, residents were allowed to make appointments for urgent business in the clerk's office. After the Governor lifted the order in June 2020, the clerk's office created a walk-up window to allow residents an option to conduct business in-person, without an appointment. With the walk-up window, the clerk's office created a safe environment that allowed residents to be socially distanced in the Town Hall lobby. The clerk's office also provided hand sanitizer, sterilized pens, and free facial masks. Since the onset of the pandemic, the clerk's office has remained open and has never reduced its hours of operation.

**Elections.** The clerk's office facilitated four major elections in 2020, including the Presidential Primary on February 11, 2020, the Town Election on March 10, 2020, the NH State Primary on September 8, 2020, and the General Election on November 3, 2020.

Starting in March 2020, the Town Clerk and Deputy Town Clerk consistently met with leaders from the Secretary of State's Office, the Oyster River Community School District, the University of New Hampshire, and the Supervisors of the Checklist to discuss election management during the COVID-19 pandemic.

The presidential primary and town elections ran smoothly, with most votes cast in-person. During the COVID-19 pandemic, there was a significant change in voting behavior. Over 60% of all votes cast were by absentee ballot for the state primary and general elections. The clerk's office received thousands more absentee ballots than it typically manages in any election year. 1,457 Democratic and 196 Republican absentee ballots were cast for the state primary and 3,612 absentee ballots were cast for the general election. The State of New Hampshire authorized towns to partially process absentee ballots a few days prior to the elections. Observers from the Republican and Democratic parties, election officials, representatives from the Secretary of State's office, and volunteers were present during these public processing events.



Deputy Town Clerk-Tax Collector, Rachel Deane, stands in front of the new walk-up window service at the Town Clerk-Tax Collector's Office. With the walk-up window, the clerk's office created a safe environment that allowed residents to be socially distanced in the Town Hall lobby. Courtesy DCAT Studios



Additionally, the clerk's office and Town Moderator created a curbside voting option for residents that selected to vote in person, but could not wear a mask or for anyone that wanted to drop off their absentee ballot until 5:00pm. Despite the large number of absentee ballots, several residents still

chose to vote in-person. The clerk's office also assisted the Supervisors of the Checklist with four voter registration drives to help reduce the number of same-day voter registrations.

Despite fears that the town's election volunteer

#### JANUARY 1 THRU DECEMBER 31, 2020

	2020	2019	2018	2017
<b>Uncollected Taxes As Of 01/01/20</b>				
Property Taxes		\$740,304.59	\$1,452.35	\$1,050.00
Land Use Change				
Yield Taxes			\$1,474.38	
Elderly Deferral		\$12,887.00	\$48,902.00	
Tax Credit		(\$14,336.61)		
<b>Taxes Committed To Collector</b>				
Property Taxes	\$34,055,412.00			
Yield Taxes	\$2,856.58			
Land Use Change Tax	\$1,503.00			
Elderly Deferral		\$13,141.00		
<b>Overpayments Made During Year</b>				
Property Taxes	\$41,910.42	\$85,299.00	\$2,326.00	
Current Use				
Interest				
Interest Collected	\$6,097.34	\$26,640.79	\$6,196.39	
<i>Total Debits</i>	<i>\$34,107,779.34</i>	<i>\$863,935.77</i>	<i>\$60,351.12</i>	<i>\$1,050.00</i>
<b>Remitted To Treasurer</b>				
Property Taxes	\$33,261,654.45	\$557,743.27	\$1,452.35	
Yield Taxes	\$2,856.58			
Land Use Change	\$1,503.00			
Interest Collected	\$6,097.34	\$25,367.79	\$6,177.39	
Penalties		\$1,273.00	\$19.00	
Conversion to Lien		\$167,830.87		
Elderly Deferral		\$10,990.00	\$48,902.00	
<b>Abatements Made During Year</b>				
Property Tax	\$1,715.00	\$85,299.00	\$2,326.00	
<b>Uncollected Taxes 12-31-19</b>				
Yield Tax			\$1,474.38	\$1,050.00
Property Tax	\$869,469.58	\$393.84		
Elderly Deferral		\$15,038.00		
Property Tax Credit Credit Balance	(\$35,516.61)			
<i>Total Credits</i>	<i>\$34,107,779.34</i>	<i>\$863,935.77</i>	<i>\$60,351.12</i>	<i>\$1,050.00</i>

### TAX LIEN REPORT (JANUARY 1 THRU DECEMBER 31, 2020)

	2019	2018	2017	2016
Balance of Unredeemed Tax	\$0.00	\$113,408.56	\$78,879.29	\$15,891.88
Liens Executed During Year	\$182,370.43	\$0.00	\$0.00	\$0.00
Interest & Costs After Lien	\$1,602.14	\$3,696.15	\$5,157.83	\$4,335.16
<i>Total Debits</i>	<i>\$183,972.57</i>	<i>\$117,104.71</i>	<i>\$84,037.12</i>	<i>\$20,227.04</i>
<b>Remitted to Treasurer</b>				
Tax Lien Redemptions	\$49,404.86	\$27,579.69	\$16,666.01	\$7101.24
Interest and Costs after Liens	\$1,602.14	\$3,696.15	\$5,157.83	\$4,335.16
Abatements Made During Year	\$0.00	\$0.00	\$0.00	\$0.00
Liens Deeded to Municipality During Year	\$0.00	\$0.00	\$0.00	\$0.00
Unredeemed Liens as of 12/31/20	\$132,965.57	\$85,828.87	\$62,213.28	\$8,790.54
<i>Total Credits</i>	<i>\$183,972.57</i>	<i>\$117,104.71</i>	<i>\$84,037.12</i>	<i>\$20,227.04</i>

### REVENUE COLLECTED (JANUARY 1 THRU DECEMBER 31, 2020)

Auto Registrations	\$1,155,457
Boat Registrations	2,505
Title Applications	2,398
Municipal Agent Fees	22,329
Trans Improvement	27,222
Marriage Licenses	1,850
Vital Statistics Copies	3,370
U.C.C. Recordings/Discharges	1,275
Dog Licenses	6,046
Miscellaneous	7,861
EB2Gov Fee	886
<i>Total</i>	<i>\$1,231,199</i>
Cars Registered	7263
Dogs Registered	859

numbers would be low because of the COVID-19 pandemic, 178 Durham residents volunteered. As a result, the clerk's office was able to manage the large volume of absentee ballots and deliver election results to state officials and media outlets on time. Thank you to all the volunteers that helped during the intense election season.

Town Clerk Lorrie Pitt prepared the clerk's documents for the annual town audit in February

### WATER & SEWER (JANUARY 1 THRU DECEMBER 31, 2020)

<b>Uncollected</b>	
Water	\$30,536.60
Sewer	\$38,636.58
<b>Committed To Tax Collector</b>	
1st Warrant	\$564,616.54
2nd Warrant	\$515,882.41
3rd Warrant	\$490,965.82
4th Warrant	\$589,966.10
<b>Refunds</b>	
Water	\$1,483.32
Sewer	\$461.76
Interest/Penalties	\$7,496.82
<i>Total Debits</i>	<i>\$2,240,045.95</i>
<b>Remitted To Treasurer</b>	
Water	\$932,711.49
Sewer	\$1,047,740.78
Misc.	\$229.06
Interest/Costs	\$7,496.82
<b>Abatements</b>	
Water	\$75.76
Sewer	\$1,878.04
<b>Uncollected Water &amp; Sewer</b>	
Water	\$114,091.24
Sewer	\$135,822.76
<i>Total Credits</i>	<i>\$2,240,045.95</i>

2020. The auditors conducted an in-person preliminary review, gathering and scanning reports and documents to continue their work remotely. Normally, the auditors would come back to complete the audit in person, but due to COVID they were able to complete the process by email and phone correspondence.

**2020 Personnel Changes.** In early 2020, former Deputy Town Clerk, Barbara Landgraf, continued to work per diem and Krista Lenzi volunteered a few hours each week. During the fall, retired Rollinsford Town Clerk, Kate Nesman, and Megan Deane were hired part-time to assist with election duties. The clerk's office is especially grateful for their hard work and dedication.

### Goals for 2021:

The Top Dog gift basket raffle will resume in 2021. The clerk's office will explore a "give back" donation option for residents to support local veterinarians and pet businesses. The clerk's office will also explore other opportunities to promote Durham's local businesses in association with town committees and organizations.

Deputy Town Clerk-Tax Collector Rachel Deane will explore a Zoom-style "Q & A" platform to educate residents on using the town's online payment features and to answer questions on vehicle registrations, dog licensing, utility, and tax payments. \*

## Tree Warden

Richard Reine, M.S.C.E. CA, DIRECTOR OF PUBLIC WORKS, ISA CERTIFIED ARBORIST NE-7337A

The Town of Durham once again achieved status as a Tree City USA for the 42nd consecutive year. Durham is proud to be recognized as the longest standing Tree City USA municipality in New Hampshire by the Arbor Day Foundation. This award recognizes communities who have developed and continue to invest in a healthy community forestry program with adherence to the four core standards developed by the Arbor Day Foundation and National Association of State Foresters.

The town and its utility partners have invested over \$41,713 in standard and enhanced maintenance trimming in addition to \$25,015 expended on hazard tree removals. Several public shade tree plantings and ongoing maintenance were coordinated through donations and the use of town funds, including two Eastern red buds (*Cercis canadensis*) planted by Durham Public Works Grounds Division staff at the Durham Public Library in celebration of Arbor Day and one Red maple (*Acer rubrum*) planted at Wagon Hill Farm. \*

## Zoning Administrator, Building Inspector/Code Enforcement, Health Officer

Audrey Cline, CBO

The Building Department experienced a steady flow of building permits over the spring and summer, with many homeowners taking the opportunity to renovate, build additions, and add recreational aspects to their properties.

Basketball courts and swimming pools have been popular items in 2020.

We welcomed the redevelopment of 56 Main Street for the Ciao Italia restaurant, and 48 Main Street, for Clark's American Bistro. Development

## 2020 ENFORCEMENT STATISTICS

Enforcement Action	Total Issued	Total Fines Issued
Telephone Call	13	N/A
Text Messages	14	N/A
Emial Communication	5	N/A
Meeting	3	N/A
Courtesy Notification of Solid Waste Violation	34	N/A
Trash Citation – 1st	15	\$2,250.00
Trash Citation – 2nd	1	\$300.00
Courtesy Notice of Violation Parking	28	N/A
Notice of Violation Parking	3	N/A
Notice of Violation More than Three Unrelated	1	N/A
Courtesy Notice of Violation Other	18	N/A
Notice of Violation Other	5	N/A
Delinquent Notice of Violation	4	\$1,800.00

of outside seating has been necessary for restaurant service during the Covid-19 pandemic for many Main Street establishments, as well as those along Jenkins Court such as the Big Bean Café and Bamee Thai. The outside tables have added new life to downtown, and we hope that this trend continues.

The department had several successes with the enforcement of over-occupancy this past year. A lengthy enforcement action and settlement agreement was concluded on three

properties owned by one landlord on the edge of campus. A second location in the heart of a single-family neighborhood was cited after the collection of evidence and an inspection by Code Enforcement and the Fire Department. We continue to develop best practices for bringing to light and resolving over-occupancy, trash, and residential parking issues.

As the Zoning Administrator, the CEO works with applicants preparing documents for appeals, variances, and special exceptions from the



Clark's American Bistro. One of Durham's newest downtown restaurants.  
Courtesy Todd Selig



Zoning Ordinance. Sometimes the process can be complicated, with several types of relief necessary. The department endeavors to assist applicants toward understanding the documents and protocols when approaching the Zoning Board of Appeals. Contact the office often at 603-868-8064.

I am pleased to be working with Durham's part-time inspectors who bring expertise to their respective fields: Mr. Richard Kearney, mechanical/plumbing inspector and Code Enforcement Officer Mr. Angelo Del Giudice.

We also welcome our new electrical inspector who may be familiar to many of you, Mr. Tom Richardson, who is also a call firefighter after retirement from Durham Fire Department, and a former NH licensed electrician.

A particular thanks to Karen, our Land Use Administrative Assistant, who continues to field all manner of questions at the front desk, effortlessly juggles requests from the three Land Use Departments, and schedules all building department appointments and inspections.

### CONSTRUCTION PERMITS PROCESSED

	2020	2019	2018
Building Permits	237	228	242
Building Permits Denied	11	11	9
Building Permits Withdrawn	5	1	2
Demolition Permits	6	7	6
Building Permits On Hold	1	0	2
Septic Permits/Test Pits	17	11	10
Electric Permits	214	198	237
Plumbing/Mechanical Permits	199	189	181
<i>Total Permits</i>	<i>690</i>	<i>645</i>	<i>689</i>
Value of Building Permits Given	\$58,896,498*	\$10,392,692	\$69,942,115***
Fees Collected for all Permits	\$242,594**	\$165,486	\$542,055****

\*Oyster River Middle School value included

\*\*Oyster River Middle School fee included

\*\*\*Riverwoods value included

\*\*\*\*Riverwoods fee included

### BREAKDOWN OF BUILDING PERMITS

	2020	2019	2018
New Single Family House	1	12	8
New Multi-Family Units	41	3	155*
Additions, Renovations	207	192	187
Commercial (New & Renovations)	11	19	18
Demolition			
Single Family Home	0	1	2
Commercial Building	0	0	1
Other	6	6	3
Hold/Renewals	6	2	2
Swimming Pools	8	1	6
<b>Other Permits</b>			
Signs	10	6	19
Sidewalk Cafes	3	5	6
<i>Totals all Permits</i>	<i>293</i>	<i>247</i>	<i>407</i>

\*Riverwoods units included

## 2020 Accomplishments:

- Worked with the Town Planner and a Council member to rewrite the downtown Zoning Ordinance section, currently in the Public Hearing process.
- Worked with Planning and Public Works to rewrite the residential parking ordinance, which was adopted.
- Merged Fire Department mechanical permitting and inspections with the Building Department HVAC permitting and inspections, creating a much simpler process for contractors.
- Code Enforcement activity of Notifications, Citations, and Violations indicated in the 2020 enforcement statistics chart.
- Durham's Code Official continues to participate electronically in local and regional leadership positions of the International Code Council (ICC), as President of the New Hampshire Seacoast Code Officials Association (NHSCOA) and Vice-President of the Eastern States Building Officials Federation (ESBOF), and as ICC Northeast

Region-6 Coalition Director.

- Durham's Code Official also serves nationally for the ICC Building Membership Council Governing Committee , and is a member of Women in Code Enforcement and Development (WICED), which is a national chapter of ICC.

## Goals for 2021:

- Continue to work with Acting Fire Marshal Brendan O'Sullivan on language and application of Durham's Sprinkler Ordinance and Rental Housing Program.
- Find and develop a platform for Building Department/Fire Department joint paperwork and processes.
- Continue to document procedures that occur at the Land Use Department front desk so as to have a transferable task manual going forward.
- Continue to develop electronic means for applications and payment.
- Continue to develop reach and efficiency in the remote working environment. \*

## **Zoning Board of Adjustment**

Christian Sterndale, CHAIR

*Members: Christian Sterndale, Chair; Thomas Toy, Vice Chair; Joan Lawson, Secretary; Mark Morong, Micah Warnock*

*Former Members: Peter Wolfe*

The Zoning Board of Adjustment met nine times in 2020, and held two site walks at subject properties, having received 32 applications from property owners. The type and number of cases heard by the board are detailed below. While a wide variety of issues arose, cases regarding lot setbacks, accessory structures, and apartments were most common. One application denied by the board in 2020 has been appealed to Strafford County Superior Court.

There are currently no alternate members of the board and terms expire in April. Residents who might consider serving on the ZBA are encouraged to apply to the Town Council or contact any member for additional information.

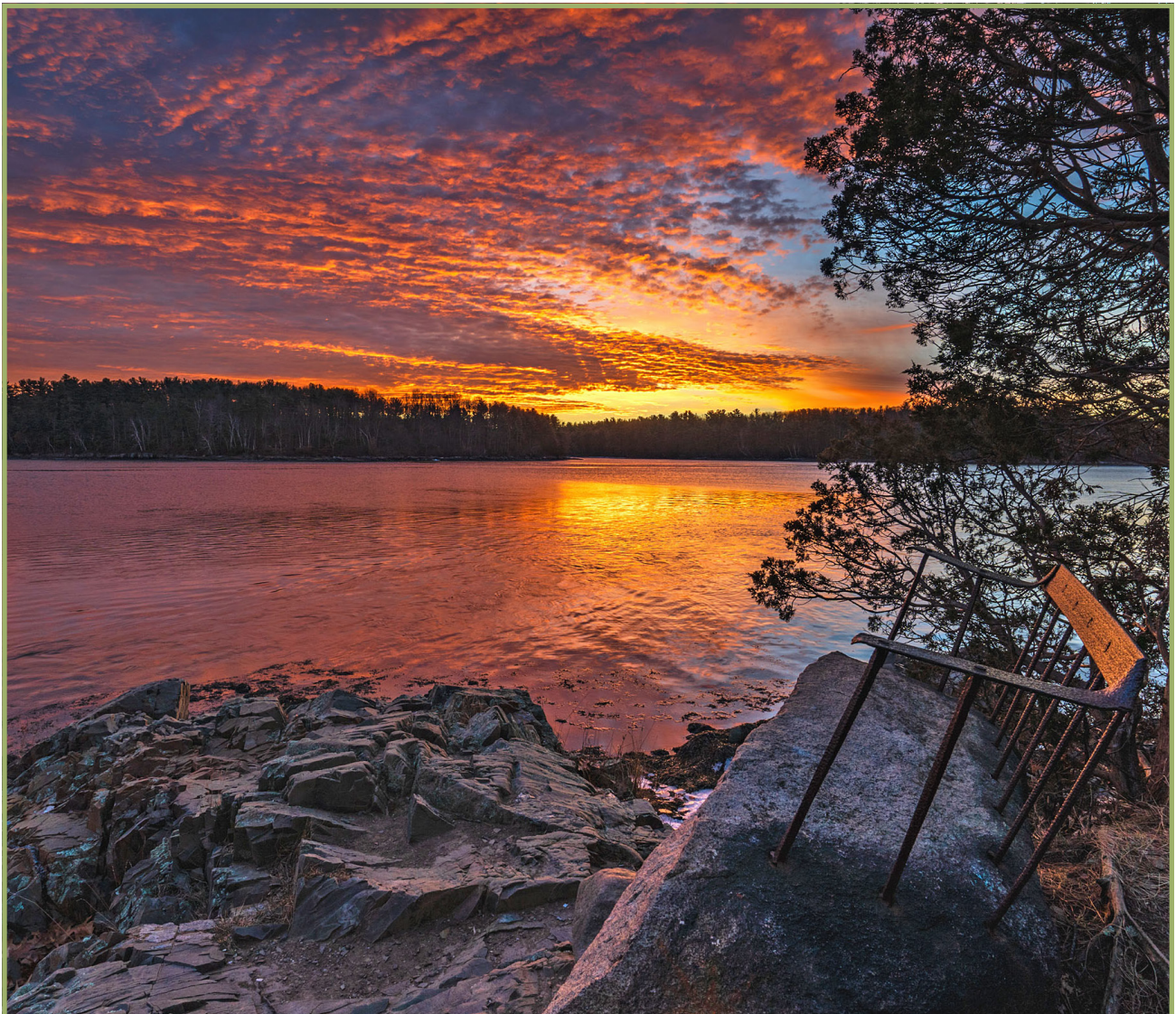
The board appreciates the professional support of the town staff, including Audrey Cline, Karen Edwards, and Victoria Parmele. We also appreciate the efforts of Craig Stevens and the DCAT staff, who have enabled us to continue meeting throughout the year. ZBA 2020 Applications Statistics on page 44. \*



## 2020 ZBA APPLICATIONS

	Requested	Granted	Denied	Withdrawn	Postponed
Variance	21	16	3	2	0
Special Exception	6	4	0	2	0
Administrative Appeal	4	1	1	2	0
Equitable Waiver	0	0	0	0	0
Rehearing Request	1	0	1	0	0
Request for Extension on Approved Variance or Special Exception	0	0	0	0	0

Sunrise at Adams Point. *Courtesy Bill Doucet*





# Public Safety

## Fire Department

David Emanuel, FIRE CHIEF

The Durham Fire Department is a group of dedicated professionals who strive to improve the quality of life for the citizens and visitors of Durham along with students, faculty, and staff of the University of New Hampshire. The department is jointly funded (50%-50%) by the town and university and focuses its efforts on fire prevention, emergency medical services (EMS), rescue, and fire suppression. Fire prevention and risk reduction efforts are achieved through life safety inspections and educational programs offered to residents, local businesses, and schools.



During the months of April and May this year, Fire Department trucks visited different neighborhoods on Saturday nights each week in a parade-like fashion (called "Neighborhood Lights") to spread cheer by giving the kids and families something to look forward to, as well as to let the community know that their emergency responders were still here and available to respond during the COVID-19 crisis. *Courtesy DFD*



2020 has been a challenging year for the Fire Department. As a result of the COVID-19 pandemic, department members found themselves meeting many new challenges to keep themselves and their fellow community members safe. Staff members worked to ensure that Personal Protective Equipment (PPE) supplies were procured and remained stocked and department policies and procedures are aligned with the best management practices in accordance with the State of New Hampshire and CDC guidelines. Members also worked with UNH and State officials to establish a COVID-19 medical surge facility at the Hamel Recreation Center.

COVID-19 facilitated the closure of the fire station's critical infrastructure to non-essential personnel and the cancellation of most events, activities, tours, and public education. Fire Department members found creative ways to stay connected with community members by having weekly "neighborhood lights" parades with law enforcement and EMS partners, and creating an online story-time video series to read stories to young people in the community.

During 2020, the department purchased two cardiac monitors and twelve new Automated External Defibrillators (AEDs) as approved in the 2020 Capital Improvement Program. The cardiac monitors and AEDs are maintained on fire apparatus, in staff vehicles, and with detail crews at special events to ensure critical lifesaving equipment is available on scene when needed.

The department also completed the transition from the Town of Durham's Information Technology (IT) platform to a cloud-based platform at the University of New Hampshire, allowing users more functionality, accessibility, data storage, flexibility, and mobility along with increased data security. This move facilitated off-site relocation of staff during the pandemic to occur almost seamlessly. The department also transitioned to a VoIP (voice over internet protocol) telephone system through the University

of New Hampshire and updated station system hardware at no additional cost to the town.

Although many training programs were canceled or postponed due to the COVID-19 pandemic, the department was able to execute several EMS continuing education programs, including a twenty-four hour EMT refresher, as well as EMS in the Warm Zone. Members also completed continuing education on human resource skills and leadership, as well as certification-level courses such as car seat installer, Fire Instructor I, and Fire Officer II. Overall, members of the department invested over 4,000 cumulative hours of training and professional development which includes in-house and online programs.

The Fire Prevention Bureau curtailed the Housing Standards Inspection program and focused on performing critical housing inspections by request, routine town and UNH inspections, and construction and safety inspections at Riverwoods as needed to compliment the third-party inspector.

Members of the Durham Professional Firefighters (DPFFA) completed their goal to install AEDs in every fraternity and sorority houses in Durham. The DPFFA also participated in the Seacoast Firefighter's Toy Bank program to assist under-resourced families.

The year also saw challenges concerning the Fire Department facility located in the Service Building on the UNH Campus. The department endured issues with UNH housekeeping laundry machines overflowing and flooding the PPE gear room, a yellow jacket/wasp infestation in the exterior walls of the building by the public entrance, lack of heat in the station for the last two weeks of October, and broken windows in the apparatus bays. In order to help alleviate severe overcrowding within the fire station facility, efforts are continuing to utilize additional space within the Service Building for professional office space, as well as additional space for

## 2020 FIRE DEPARTMENT INCIDENT REPORTING

Incident Number	Incident Type	Responses	%	Mutual Aid Given	Mutual Aid Received
<b>100</b>	<b>Fire</b>	<b>59</b>	<b>3.0</b>	<b>25</b>	<b>4</b>
	Building fire	25		20	0
	Cooking fire, confined to container	7		0	1
	Chimney or flue fire, confined to chimney or flue	2		0	1
	Passenger vehicle fire	6		0	0
	Forest, woods, natural veg., wildland fire, brush	16		4	2
	Other	4		1	0
<b>200</b>	<b>Overpressure/Rupture</b>	<b>3</b>	<b>0.1%</b>	<b>0</b>	<b>0</b>
<b>300</b>	<b>Rescue/EMS Incident</b>	<b>927</b>	<b>46.9</b>	<b>6</b>	<b>2</b>
	EMS call, excluding vehicle accident	845		0	1
	Motor vehicle accident with injuries	25		4	1
	Motor vehicle accident with no injuries	24		1	0
	Removal of victim(s) from stalled elevator	24		0	0
	Other	9		1	0
<b>400</b>	<b>Hazardous Condition</b>	<b>64</b>	<b>3.2</b>	<b>3</b>	<b>0</b>
	Flammable liquid leak or spill (gasoline, LPG, NG)	10		0	0
	Carbon monoxide incident	5		1	0
	Power or communication line issue	35		1	0
	Other	14		1	0
<b>500</b>	<b>Service Call, other</b>	<b>268</b>	<b>13.6</b>	<b>0</b>	<b>3</b>
	Odor Investigation	38		0	0
	Check detector	39		0	0
	Assist invalid	79		0	0
	Other	144		0	0
<b>600</b>	<b>Good intent call, Other</b>	<b>94</b>	<b>4.8</b>	<b>29</b>	<b>1</b>
	Dispatched & cancelled en route	61		28	1
	Smoke scare, odor of smoke	11		1	0
	Other	22		0	0
<b>700</b>	<b>False alarm or false Call</b>	<b>554</b>	<b>28.0</b>	<b>1</b>	<b>0</b>
	Malicious or mischievous false call	18		0	0
	Trouble, malfunction, unintentional	536		1	0
<b>800</b>	<b>Severe weather or natural disaster</b>	<b>6</b>	<b>0.3</b>	<b>0</b>	<b>0</b>
<b>900</b>	<b>Special Incident Type</b>	<b>1</b>	<b>0.1</b>	<b>0</b>	<b>0</b>
	<i>Total Incidents</i>	<i>1976</i>	<i>100.00</i>	<i>64</i>	<i>10</i>

## 2020 FIRE DEPARTMENT INSPECTIONS

Inspection Type	Inspections Performed	Inspection Type	Inspections Performed
Complaints and Referrals	1	<b>Inspections By Property Use</b>	
Plan Review and consults (site, fire alarm and building)	13	Initial housing standard inspections performed	12
Burn Permits - issued by DFD	6	Housing standard re-inspections performed	28
Housing standard inspections	22	Initial residential dwelling inspections	132
Heating Appliances	74	Residential dwelling re-inspections	4
Life Safety	128	Occupancy initial inspections	252
Assembly	63	Occupancy re-inspections	83
<i>Total</i>	<i>307</i>	<i>Total</i>	<i>511</i>

physical fitness and training. To accomplish this expansion the department will continue renovations during 2021. The ultimate goal of a permanent solution rests with plans for a new building as outlined in the Town Council goals.

Fire department staff continues to work with Strafford County on addressing county-wide radio communications infrastructure replacement in an effort to support Town Council goals to refine plans for public safety radio communication improvements to meet the present and future needs of the community.

Department members have also been working on revisions to the Fire Department's Strategic Plan which was last updated in 2001. With the assistance of retired police chief David Kurz and with the input of department members and a diverse group of community members, the department is in the process of updating the

Strategic Plan which, once complete, will be available for viewing on the Fire Department's website and Facebook page.

2020 was also a year of transition for personnel in the Fire Department. Deputy Chief John Powers, Inspector Jessica Plante, and Firefighter James (Larry) Coon have left. The department was pleased to hire Aimee Routhier as the Fire Prevention Secretary. The department was also pleased to hire and support Call Firefighter Hunter Stevens who attended the New Hampshire Fire Academy Recruit Academy where he graduated with certifications in Firefighter I and Firefighter II.

Members of the Durham Fire Department would like to express their appreciation to the town and University community for their ongoing and unwavering support of the Fire Department. \*

## Forest Fire Warden

David Emanuel, FIRE CHIEF

To better serve Durham residents, the Fire Department participates in the New Hampshire Division of Forests and Lands online electronic permitting process for outside burning. Under State law (RSA 227-L:17), a fire permit is required for all outside burning, unless the ground is completely covered with snow. Fire permits may be obtained by visiting [www.NHfirepermit.com](http://www.NHfirepermit.com). The department stopped issuing fire permits from the fire station when facility access was restricted due to COVID-19. The accessibility for residents to obtain online burn permits has been essential during COVID-19. During 2020, there were approximately 400 burn permits issued to Durham residents through the online system.

2020 was also a year when drought conditions led to the Governor issuing a Proclamation

banning much of the outdoor burning in New Hampshire. Although the drought conditions have improved, the spring is expected to be abnormally dry. So, if you start a fire, put it out when you are done. **"Remember, Only You Can Prevent Wildfires!"**

Many homes in Durham are located in the wildland urban interface, which is the area where homes and flammable wildland fuels intermix.

Homeowners should take measures to prevent a wildfire from spreading to their home. Precautions include keeping your roof and gutters clear of leaves and pine needles and maintaining adequate green space around your home free of flammable materials. The





burning of household waste is prohibited by the Air Resources Division of the Department of Environmental Services (DES). Additional information and homeowner recommendations are available at [www.firewise.org](http://www.firewise.org).

Safe open burning requires your diligence and responsibility. For more information please contact the Division of Forests & Lands at (603) 271-2214, or online at [www.nhdfl.org](http://www.nhdfl.org). Thank you for helping us to protect Durham's forest resources. \*

## McGregor EMS

Chris Lemelin, EXECUTIVE DIRECTOR

Like the communities McGregor EMS is here to serve, the COVID-19 pandemic has had a tremendous impact on all aspects of our operation. From shifting buildings temporarily, the numerous procedure changes, to ordering supplies given the disrupted supply chain, the response to this pandemic has been all-encompassing.

One thing that has not changed has been the tremendous dedication of everyone at McGregor to serve the community. In 2020 our volunteers gave just over 39,800 hours of their time, which exceeded the previous record-setting year by 4,400 hours of time. It is my earnest hope that the citizens of the communities served to recognize the dedication of these outstanding

In mid-March, McGregor EMS took receipt of a high fidelity training mannequin, Ares, which was purchased thanks to a generous donation. Unfortunately for Ares, she was shipped from Florida (a COVID-19 hotspot) and almost immediately "contracted" the disease. This served as a valuable training tool for crews as they were getting used to performing modified state protocols while wearing extensive personal protective equipment. The goal of the training was to provide crews with ample experience caring for potential COVID-19 patients prior to facing real world situations. Above, McGregor volunteers Hunter Grieve & Chloe Schmir prepare to practice a mock COVID-19 drill on mannequin patient "Ares". Courtesy McGregor EMS





professionals who, although they are unpaid, continue to give of themselves so selflessly even in this challenging environment.

Another area that remains unchanged is our need and desire for community involvement. McGregor EMS believes that the local community can save a life and encourages residents to become involved in one of the following ways:

- ❑ **Take a First Aid, CPR, or Stop the Bleed Course.** McGregor partners with the Durham Public Library to offer low-cost courses to the community. Classes are available at [www.CPRSafe.org](http://www.CPRSafe.org). Please contact us if finances are a barrier to attendance.
- ❑ **Volunteer as an EMT.** Take an EMT course locally. These continue to be offered in a primarily online format with additional modification to mitigate virus transmission concerns. Non-medical volunteer opportunities also remain available. To learn more visit <https://www.mcgregorems.org/volunteer>.

#### **2020 Accomplishments:**

- ❑ Responded to 1,765 calls in 2020 a 22 percent decrease from our prior 3-year average primarily due to the pandemic.
- ❑ Trained 12 new Advanced EMTs.
- ❑ 18 members attended national conferences in Tampa and Boston.
- ❑ Recruited and trained 21 new volunteers.
- ❑ Recruited three new highly qualified paramedics, including a former District Chief from Nashville, Tennessee, a nurse practitioner from Concord Hospital, and a former instructor from the U.S. State Department.
- ❑ Shifted our EMT and Advanced EMT

programs to a mostly online format allowing for the continuing certification of new EMS providers throughout the year.

- ❑ Maintained high levels of personal protective equipment and ambulance decontamination materials despite significant supply chain challenges.
- ❑ Recognized in two national EMS publications: EMS World in their April “Volunteer Strong” segment and the Journal of Emergency Medical Services in a letter penned by a Durham native about the lessons learned while at McGregor.
- ❑ Moved our operations to a temporary location across campus to mitigate safety concerns as a result of the pandemic and preexisting air quality issues within McGregor’s College Road building.
- ❑ Sought to defray the financial impact of the COVID-19 pandemic by applying for a number of non-traditional funding opportunities, including the payroll protection program, FEMA emergency disaster funding, Cares Act Provider Relief Funding, and support from 3 private grants.
- ❑ Dramatically increased the scope of our quality improvement program to enable the review of more runs.
- ❑ Accepted the donation of a high fidelity mannequin to be used for internal training and education as well as educational programs offered to other EMS professionals.

#### **Goals for 2021:**

- ❑ Maintain high levels of volunteer engagement and dedication.
- ❑ Work with the university, town, and other stakeholders to address McGregor’s continued challenges with our station.
- ❑ Carefully manage the organization’s finances in the face of decreased call volume and insurance reimbursement, and increased

overhead costs resulting from the pandemic.

- Continue to investigate and seek out new funding sources to mitigate the impact of an increasingly challenging economic environment.
- Finish implementing regular scenario-based competency checks for advanced providers.
- Continue to develop plans in cooperation with our partner agencies to respond to Active Shooter/Hostile Event incidents. \*

## Police Department

Rene Kelley, POLICE CHIEF

2020 saw many changes at the Durham Police Department. Sergeant Danny Brooks was selected to fill the Deputy Police Chief position at the Barrington Police Department; Chief Kathryn Mone (an Oyster River graduate and long-time member of the Durham Police Department), selected Sergeant Frank Daly to be her Deputy Police Chief in North Hampton; and Chief David Kurz retired in July after serving as Durham's Police Chief for the past 24 years. With those vacancies there existed an opportunity for several promotions, as well as hiring of new police officers.

- Officer Kevin Abbott, a 12-year law enforcement veteran, re-joined the Durham Police Department after a 2-year stint at the Strafford County Sheriff's Department. Kevin previously served with the Durham Police Department and the New Hampshire State Liquor Enforcement Bureau.
- Officer Erik Burke, a 3-year law enforcement veteran, who served as a Manchester police officer and as a Strafford County Deputy Sheriff, joined the Durham Police in November and will soon finish his field training and will be assigned to a vacant shift.
- Brett Pestana, a 6-year Durham Police veteran,

Randy Pelletier, a 5-year Durham Police veteran, and Craig Forrest, a 6-year law enforcement veteran, were all promoted to the rank of Sergeant and are in charge of a patrol shift. Sergeant John Lavoie, a 10-year veteran officer with the Durham Police, was elevated to the position of Detective Sergeant.

- Jack Dalton, a 22-year veteran officer was promoted to the rank of Captain. Captain Dalton is in charge of administrative functions and is the department's accreditation manager.
- David Holmstock, a 31-year Durham Police veteran was promoted to the rank of Deputy Chief. As Deputy Chief, David is in charge of operations which include supervision of the Captain, Detective Division, and all patrol functions.



On July 15, 2020, upon entering his 34th year as a police officer, Deputy Chief Rene Kelley was promoted to Chief of Police, replacing former Chief David Kurz who retired after serving 24 years with the Town of Durham. Courtesy DCAT Studios

## 2020 CALLS FOR SERVICE AND ACTION TAKEN

Property Name	Number of Beds in Complex	Police Response 2020	Police Response 2019	Police Response 2018
Cottages of Durham	619	60	43	74
Madbury Commons	525	3	3	6
Lodges	486	70	55	67
Orion	197	30	42	61
Davis Court	98	16	15	3

- On July 15, 2020, as I entered my 34th year as a police officer, I was promoted to Chief of Police. It is with much appreciation that I thank Administrator Selig and the Durham Town Council for having the faith in me to follow in the footsteps of Dave Kurz and to continue the philosophy of a guardian-oriented delivery of police services. I am honored to lead an organization comprised of talented employees who are dedicated to meeting the needs of the citizens of Durham.

The Durham Police Department is a Nationally Accredited Police Department under the Commission on Accreditation for Law Enforcement Agencies (CALEA). Every four years assessors from CALEA will visit the Durham Police Department and ensure the department is in compliance with over 400 National Standards. The standards are reflected on the department's policies and procedures, and the department is required to provide proof of every standard for all four years of the cycle.

In August, the Durham Police Department underwent its CALEA third-year review and feedback from a CALEA representative was that our proofs were some of the strongest they have seen. The Durham Police Department will be undergoing the fourth year review this year and we expect the results to be similar. In 2021, the department will be up for re-accreditation award for their 8th, four-year cycle.

## 2020 Accomplishments:

- Citizen Assist Program remains active during the duration of the Covid-19 Pandemic. The purpose of this program is to aid at risk members of the community that may need assistance in obtaining food or medication due to illness, medical condition or other needs not readily identifiable.
- Updated Use of Force Policies and made them available to the public by posting them to our web site.
- Added members of the department to the Internet Crimes Against Children Task Force.
- Transitioned at all levels of the department organizationally.
- Conducted Ethics and Bias training, which is an annual training for our department.
- Use of our Problem Orientated Police Officer (POP) has increased tremendously.
- 2020 Calls for Service and Action Taken
- Continued on-going career development training for all levels of the organization.
- Dr. Gerri King taught a Leadership and Organizational transition class for all department members.

I would like to thank the members of the Durham Police Department for their commitment and we look forward to working together to provide the level of service the Durham community has come to expect from their police department. \*

# Public Works

## Director of Public Works

Richard Reine, M.S.C.E, CA, DIRECTOR OF PUBLIC WORKS

As I complete my first year as Director of Public Works in Durham, following the retirement of longstanding Public Works Director Michael Lynch, I reflect on the pride, skill, and commitment of the entire Durham Public Works team.

The Durham Public Works staff is inspired by the unwavering support expressed by the community and town officials for our public works team. This support is a key factor in allowing the Department to be successful in carrying out its mission during 2020 and continuing to provide first class public works services to the Town of Durham and State of New Hampshire.

During this challenging year in which, as first responders, we faced the impacts of the COVID-19 Pandemic, we became more prepared and informed each day around strategies to safely and efficiently deliver essential services to Durham stakeholders. The maintenance and construction of the critical infrastructure for which Durham Public Works is responsible includes water, wastewater, stormwater, engineering, transportation, facilities, building systems, highway & grounds, and solid waste services.

Under these challenging conditions, the Durham Public Works team was able to excel



Richard Reine  
Director of Public  
Works



in the completion of many notable projects and programs as listed below.

I am greatly appreciative of the Durham Public Works team members' ongoing dedication to the success of the department and the confidence placed in Durham Public Works by the community.

### **2020 Accomplishments:**

- Completed design, permitting, and contract award to Hansen Bridge for construction of the Dr. Kenny Rotner Bridge spanning the Oyster River, between Thompson Lane and Orchard Drive (substantial completion anticipated in December 2020/January 2021).
- Completed 2020 Road Program, including paving of Surrey Lane, Carriage Way, Maple Street, Old Piscataqua and Meadow Roads, along with a section of Bagdad Road, Strout Lane, and Cedar Point Road. Durham Public Works also implemented a town-wide pavement and sidewalk management system using the StreetScan and Street Logix data and software platform.
- Received grant funding from the National Fish and Wildlife Foundation and New Hampshire Moose Plate program totaling over \$280,000 for shoreline, trail, and bridge improvements at Wagon Hill Farm which will advance living shoreline stabilization for communities and tidal wetlands in the Great Bay Estuary.
- Completed Sewer Force Main Replacement Project connecting the Dover Road pump station to the Wastewater Treatment Plant.
- Completed the Wastewater Treatment Plant grit system and headworks upgrades.
- Undertook SCADA system upgrades at the Wastewater Treatment Plant, which includes process software, hardware, data collection, and alarm software.
- Durham Public Works staff worked closely with town election officials and Oyster River High School administration to prepare for the local and federal elections in September and November. Both elections took place at the High School and required modifications and protocols associated with the Covid-19 pandemic.
- Performed upgrades to the Sensus meter reading technology, including upgrades which allow for the reprogramming of meter heads for readout in one cubic foot increments.
- Procured a "Muffin Monster" channel grinder for the Dover Road pump station to specifically address a problem with flushable wipes and rags which have the potential of binding impellers on the main pumps at the station.
- Obtained an emergency authorization from the NHDES Wetlands Bureau to undertake the emergency replacement of a 22" Corrugated Metal Pipe (CMP) culvert carrying Beaudette Brook under Bennett Road. Durham Public Works crews did an exceptional job removing the damaged culvert and replacing with a new 24" HDPE culvert and headwalls.
- Working with Pare Engineers, completed the Wiswall Dam stability draft report suggesting that cores be taken to verify adhesion numbers assumed from previous studies. The final solution may require the installation of shear pins into the dam and bedrock interface to anchor the dam to the bedrock below in lieu of rock anchors that were originally anticipated.
- Completed the Mill Pond Dam Feasibility Report and provided updates to the Town Council and public. The Durham Town Council scheduled a public hearing for Monday, January 11, 2021 at 7:00 PM to receive input on the Oyster River Dam at Mill Pond Feasibility Study which includes options

for addressing water quality impairments and stabilizing or removing the Oyster River Dam at the Mill Pond located along Route 108/ Newmarket Road in Durham.

- On September 28, 2020, Durham Public Works submitted the NPDES MS4 Stormwater Year 2 Annual Report as required by the town's federally issued EPA permit. Durham Public Works has also coordinated engineering services to perform dry and wet weather outfall monitoring and enhanced system mapping as required in the Year 3 permit, which began on July 1, 2020. The public is encouraged to review the town's Stormwater Management Plan and associated documents at <https://www.ci.durham.nh.us/publicworks/stormwater>. Comments about Durham's stormwater program can be sent to [ATalon@ci.durham.nh.us](mailto:ATalon@ci.durham.nh.us).
- Durham Public Works coordinated closely with the engineers representing the Riverwoods senior living community to finalize the plans for this privately funded and constructed sidewalk extension between the Riverwoods facility on Stone Quarry Drive and Old Piscataqua Road. The specific schedule for construction in spring 2021 will be finalized in early 2021 along with completing the sidewalk agreement with NHDOT.
- Reviewed plans and provided input for final design of the NHDOT Route 4/Route 108 westbound exit ramp upgrades, including traffic signalization, pedestrian crossing, and roadway improvements.
- Working with The NHDES and Underwood Engineers, Durham Public Works managed the design, permitting, and technical review of the 8,500' +/- Lee water line extension project which extends water from the Lee Well site to the Lee Traffic circle to accommodate approximately 12 customers impacted by on-site MtBE well contamination. Durham Public Works and UNH have requested a detailed water age study/model be completed on this 12" diameter main extension to ensure system water quality and/or compliance is not compromised for the Durham/UNH water distribution system. \*

## Operations Division

Douglas Bullen, ASSISTANT DIRECTOR FOR OPERATIONS

### 2020 Accomplishments:

Public Works completed the spring and fall town-wide clean up. Over 135 tons of bulky materials were dropped off at the transfer station. Due to the COVID-19 Pandemic the curbside collection of bulky material was modified, and residents were invited to bring their bulky waste materials to the transfer station facility. Eight tons of brush and leaves were also collected by DPW staff that was able to pick this material up curbside over a two-week period in November 2020.

- Performed comprehensive roadside mowing and brush removal program throughout the town focusing on site lines and roadway encroachment. This program will continue to be a yearly operation.
- Continued the Pavement Marking Program with the painting of all center and edge markings on roadways. Completed crosswalk and symbol painting.
- Using a licensed asbestos mitigation contractor, managed the removal of the asbestos flooring from the Old Court House



building's multipurpose room, which is extensively used by the Parks and Recreation Department.

- ❑ Continued to provide scheduled, preventative, and unscheduled repairs to the majority of town-owned vehicles through Durham Public Works fleet maintenance staff.
- ❑ Maintained all town-owned parks, property, and buildings.
- ❑ Coordinated with the Parks and Recreation Department on several special events, as well as operation of the Churchill rink.
- ❑ Responded to 14 weather related events.
- ❑ Removed and replaced over 200 feet of culvert drainage pipe in various locations.
- ❑ Consistent with the town's EPA issued NPDES MS4 Stormwater permit requirement, cleaned 180 catch basins and swept Durham roadways.
- ❑ Successfully recruited and hired Chris Starkweather, a new Public Works Maintenance Worker III - Buildings and Grounds, team member.
- ❑ Continued to coordinate construction and maintenance activities closely with the UNH Main Street sidewalk and roadway reconstruction projects. \*

Snowplows at the DPW garage ready and waiting for the first snowfall of the season.. *Courtesy DPW*



## Solid Waste Division

Douglas Bullen, ASSISTANT DIRECTOR OF OPERATIONS

### 2020 Accomplishments

- Continued to provide daily residential curbside collection programs.
- Revised and distributed the annual solid waste and recycling informational newsletter.
- Continued to evaluate options/methods for disposal and recycling programs to increase efficiencies, reduce cost, improve employee safety, and environmental sustainability.
- Maintained employee NHDES solid waste certifications through required training programs.
- Worked with the Integrated Waste Management Advisory Committee to explore the collection of compostable material and initiated a residential compost challenge.
- Accepted delivery of a new 2021 Mack roll truck for use in solid waste container operations.
- In conjunction with the Director of Public Works, successfully negotiated the five-year solid waste and recycling contract renewal with Waste Management, Inc. \*

### SOLID WASTE DIVISION STATISTICS

TONS OF MATERIAL MARKETING:	2020	2019	2018
<b>Recyclable Material:</b>			
Mixed Paper	22	79	82
Cardboard	79	92	77
Scrap Metal	81	109	67
Car Batteries	1	1	1
Single Stream - Route	288	273	491
Single Stream - Commercial	51	50	61
Commingled Containers - Transfer Station	276	218	58
Aluminum Cans	3	3	1
<i>Totals</i>	<i>801</i>	<i>825</i>	<i>838</i>
Recycling Revenue	\$11,655	\$15,300	\$18,691
Tip Fee Avoidance	\$4,340	\$6,900	\$14,195
<b>Other Material Recycled:</b>			
Car Tires	7	9	4
Waste Oil - gallons	825	875	592
Antifreeze - gallons	110	92	102
Leaves	18	20	17
Electronics	13	9.5	17
Propane Tanks - each	210	221	248
<b>Materials Disposed:</b>			
Curbside Collection	1040	1045	1044
Transfer Station MSW	650	528	498
Bulky Waste	310	355	315
Construction & Demolition	61	75	87
Electronic Stickers Sold	564	483	634



## Town Engineer

April Talon P.E., TOWN ENGINEER

### 2020 Accomplishments:

The Engineering Division of the Department of Public Works is responsible for managing the town's infrastructure, including water, sewer, stormwater, bridges, roads, and dams.

The following are highlights of projects in 2020 which were undertaken and those coming for 2021:

- Integrated Watershed Planning/Grants/Stormwater
- Instituted requirements of the Year 2 EPA Stormwater NPDES MS4 Permit
- Developed Community Oyster Garden at Old Landing Park - Ongoing
- Participated in Seacoast Stormwater Coalition – Ongoing

- Managed Great Bay Pollution Tracking and Accounting Pilot Project - Ongoing
- Coordinated with Strafford County Regional Planning Commission around the 319 Grant Project - Permeable Reactive Barriers (PRB) – 2020/2021

### Water Projects

- Continued to implement Water System Improvements along with future development of Water Master Plan - 2021
- Managed Wiswall Dam Spillway Stability and Rock Anchor Analysis - Design 2021
- Managed Mill Pond Dam Feasibility Study – Complete 2020
- Provided ongoing oversight and reconciliation of Monthly Water Meter Reading – Ongoing
- Managed Cross Connection Control Program/Backflow Prevention – Ongoing



The living shoreline stabilization project at Wagon Hill Farm is now completed, which includes improvements to the shoreline, trail, and bridge.  
*Courtesy Seth Fiermonti*

- Coordinated with Water Division on the Upgrade to the Technology Drive PRV Station – 2021
- Planned Lee Well Improvements - 2021
- Managed Lee Waterline Extension to MtBE contaminated properties at the Lee Traffic Circle – 2021
- Worked with project team to address Mill Pond Dam, Letter of Deficiency (LOD) - ongoing

### **Wastewater Projects**

- In conjunction with Wastewater Division, managed the Dover Road Pump Station Channel Grinder project – 2020
- Continued to coordinate WWTP 2020 Facilities Plan Update - Ongoing
- Coordinated the WWTP Odor Control Study and Design Services process – Design 2021
- Completed WWTP Grit System Upgrade – Complete 2020
- Completed WWTP Scada Computer Upgrades – Complete 2020
- Working with Wastewater Division managed the 18” Dover Road Force Main Replacement – Complete 2020
- Evaluate Sewer Use Ordinance Update – 2021
- Provided Comments on EPA Great Bay General Nitrogen Permit – 2021

### **Road/Bridge Projects**

- Continue to evaluate options related to the Longmarsh Road Culvert Replacement and FEMA Hazard Mitigation Grant – ongoing
- Oyster River Pedestrian Bridge Orchard Lane – 2020/2021
- Reviewed and Coordinated with NHDOT - Route 4 Off Ramp/Route 108 Signalization Project – 2021
- Review and Coordinated with NHDOT/ Developer - Route 108 Riverwoods Sidewalk – 2021

As always it has been a very busy year for permitting with 31 driveway permits and 13 excavation permits. \*

## **Wastewater Division**

Daniel Peterson, SUPERINTENDENT

### **2020 Accomplishments:**

The new sewage force main which conveys wastewater from the main pumping station located on Dover Road to the wastewater treatment plant was completed in July 2020. This pipeline replaces the existing force main constructed in 1964. Wright Pierce Engineering was retained by Durham Public Works to complete design, permitting and construction period engineering services while Sargent Construction was awarded the contract for construction. Both firms performed well and completed this project on schedule and on budget.

Apex Construction completed the treatment plant headworks improvement project in June 2020. This project consisted of adding a second grit screening system and updated controls. This new system provides redundancy and flexibility for an improved pretreatment process with efficient removal of unwanted debris.

A new SCADA computer system improvement contract was awarded to Wilson Controls LLC. This new SCADA computer system will 1) replace and enhance the existing plant operational control system with more flexibility, 2) provide an upgraded alarm system, and 3) report daily

data of the treatment plant operations. This new system is scheduled to be installed in early 2021.

One of the Huber sludge screw presses underwent a complete overhaul during the 2020 calendar year. This was due to an issue related to the internal solids separation screen. The unit was completely dismantled, and a new screen was reinstalled by the manufacture representative with assistance by Wastewater Division staff.

On November 2, 2020, the EPA and NHDES released a new general permit to the Great Bay communities. This much anticipated permit has been under review and discussion for several years with one of the primary goals of addressing Nitrogen concerns and eutrophication in the Great Bay Estuary. This new “opt in” permit will go into effect in February 2021 with a Notice of Intent deadline in April 2021. Durham continues to achieve low levels of Nitrogen in its plant effluent discharged to the Oyster River. This will result in minimal changes to the treatment operations to meet EPA’s Nitrogen criteria required in the new 5-year permit.

Due to the COVID-19 pandemic, 2020 has been a challenging year for the Wastewater Division. These challenges include; 1) keeping Division staff and the public safe while working with contractors and the community; 2) historical record low flows due to population decreases associated with the UNH remote learning requirements and shutdowns; and 3) an extended seasonal drought. Division staff also worked closely with researchers from the University in a COVID-19 wastewater tracing study involving wastewater flows from University properties to analyze trends.

Notwithstanding these challenges, the Wastewater Division staff performed exceptionally well in maintaining the facility and treating Durham’s wastewater to the highest standards. As always, the staff continues to take great pride in serving the Town of Durham and looks forward to the upcoming year and ensuring the effluent discharged into the Oyster River and Great Bay meet or exceed all permit requirements. \*

#### WASTEWATER DIVISION STATISTICS

Permit Parameters	2020 Avg.	2019 Avg.	2018 Avg.
Influent Flow (MGD)	0.71	0.88	1.01
Effluent Flow (MGD)	0.73	0.91	1.05
Effluent TSS (MG/L)	1.8	3.8	6.5
% TSS Removal min. 85%	99.1	98.5	97.2
Effluent BOD (MG/L)	5.2	7.0	8.6
% BOD Removal min. 85%	96.0	96.7	95.8
Total Influent Flow (MG)	259	320	366
Total Effluent Flow (MG)	266	332	382
Total Septage Received (Gal.)	289,850	52,952	0

MGD.....Million Gallons per Day  
TSS.....Total Suspended Solids

BOD.....Biochemical Oxygen Demand  
MG/L.....Milligrams per Liter

MG.....Million Gallons  
Gal.....Gallons

## Water Division

Douglas Bullen, ASSISTANT DIRECTOR FOR OPERATIONS

### 2020 Accomplishments

- Conducted routine in-person inspections and remote SCADA system checks of all Town water facilities in ensure quality and compliance were continuously achieved .
- Managed water production at the Lee well production and treatment facility and coordinated Lee well finished water introduction into the distribution system.
- Ensured regulatory compliance testing for lead, copper, and bacteria was conducted as required by the EPA and the NHDES permits.
- Coordinated water production needs with the UNH facilities Department and Water Treatment Plant personnel to meet system demands for the UNH/ Durham water system.
- Completed scheduled water meter readings and coordinated with water billing.
- Coordinated all water system maintenance requirements with UNH Water/Facilities Department, including uni-directional flushing program, water main lines, and gate valve inspection.
- Repaired two hydrants, responded and repaired two water main breaks and one service break, and added five new hydrants. \*





# Town Supported Organizations

## Community Action Partnership of Strafford County

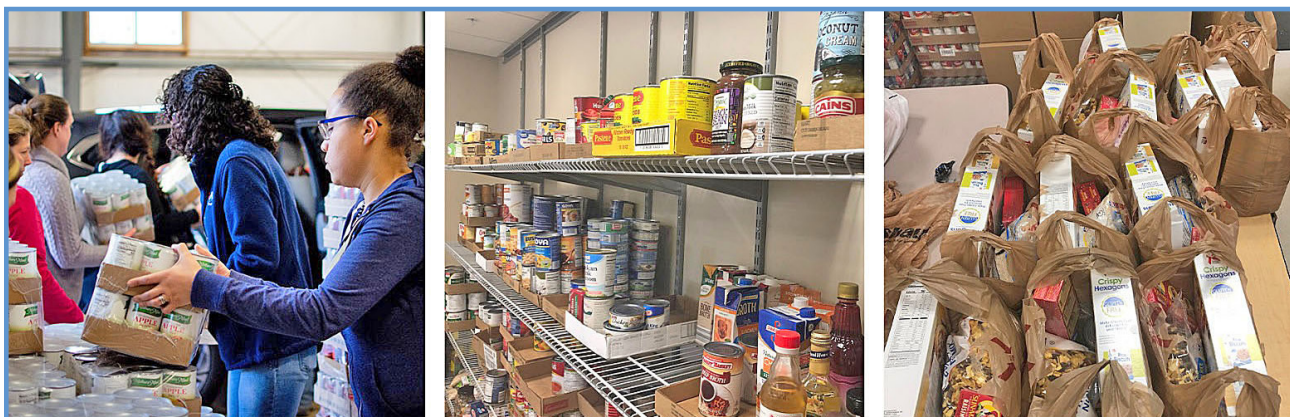
Betsey Andrews Parker, MPH, CHIEF EXECUTIVE OFFICER

Community Action Partnership of Strafford County (CAPSC), strongly believes no one should go without having their basic needs met. As the leading anti-poverty agency in Strafford County for 55 years, CAPSC strives to empower individuals and families to achieve self-sufficiency by opening the doors to resources and opportunities that offer a hand up, not a handout. When this goal is achieved, the impact of poverty is reduced and a stronger community can be built.

Founded in May 1965 in the wake of the war on poverty, the mission of CAPSC is to “educate, advocate, and assist people in Strafford County to meet their basic needs and promote self-sufficiency.”

In accordance with its mission, CAPSC offers 64 coordinated programs designed to have a measurable impact on poverty and health status among our community’s most vulnerable residents,

CAPSC operates emergency food pantries and outreach offices in both Dover and Rochester and has the only food pantry in the region providing access to food five days per week at multiple sites. *Courtesy CAPSC*



specifically children under the age of six, seniors, and those experiencing low-incomes. Programs serve the whole person or family and include nutrition, housing, fuel and electrical assistance, weatherization, parent and child education, child care, transportation, and employment and job training, all of which are locally defined, planned, and managed in partnership with community agencies. All programs are designed to increase self-sufficiency and help clients become socially and financially independent.

CAPSC operates emergency food pantries and outreach offices in both Dover and Rochester and has the only food pantry in the region providing access to food five days per week at multiple sites. Head Start services are provided at centers in Dover, Rochester, Farmington, and Somersworth.

In 2019-2020, CAPSC served over 14,000 individuals and provided more than \$14.3 million in goods and services in Strafford County, thereby reducing the burden on other County and community services.

### **2020 Accomplishments:**

- CAPSC provided over \$2.2 million in federal fuel assistance to 2,335 households in Strafford County during the 2019-2020 heating season. A total of seven (7) households in Durham received \$6,694 in fuel assistance.
- Over the past year, 24 Durham households received a discount on their electric bill through CAPSC's Electrical Assistance Program at a value of \$5,816. The average benefit per household was \$443.
- CAPSC provided Durham residents age 60 and over with 148 safe, accessible rides through its senior transportation program at a value of \$3,684.
- Five Durham households received emergency food through one of CAPSC's food pantries.

### **Impact of COVID-19**

In the wake of the COVID-19 pandemic, CAPSC quickly reprioritized and shifted its focus to keeping people fed. The agency restructured its service delivery model, mobilized its resources, and worked with its vendors and community partners to ensure children, seniors, and others in need continued to be fed. The CAPSC food pantry in Dover was the only food pantry in the area open five days per week during the stay at home order, while its Summer Meals program launched a full seven weeks early as schools in the area shut their doors.

Additional program changes included:

- Senior meal delivery to keep seniors fed and in their homes when our senior bus program ceased to minimize risk of exposure.
- Provided washing stations (showers) for homeless residents when other resources shut down.
- Delivered an average of 12,500 meals per week to children through our Summer Meals program which launched a full seven weeks early when schools closed their doors.
- Head Start/Early Head Start, Home Visiting, and Fuel & Electric Assistance provided remote and online services to maintain continuity of care while practicing social distancing.
- CAPSC, along with all the CAP agencies in New Hampshire (5 total), administered the Governor's NH Housing Relief Program to with rent/mortgage payments and keep people in their homes. To date, CAPSC has approved over \$1M in housing assistance to Strafford County residents in need.
- In November 2020, CAPSC opened an emergency cold weather homeless shelter and day program to assist area shelters with COVID-19 capacity restrictions and limitations to keep people safe from the elements and potential exposure.

CAPSC believes no one should go without having their basic needs met – even during a global pandemic – yet that is when CAPSC’s services are needed most. While the pandemic was hard on everyone, for those living on the margins, the impact will be felt for months and possibly years to come.

### **Goals for 2020:**

- **Program Growth/Expansion.** CAPSC’s new centralized location at Bradley Commons in Dover provides the agency with the capacity and flexibility to expand existing and create new programs and services that are responsive to the ever-changing needs of the community. With the ability to grow, modify or create new programming in direct correlation with the Needs Assessment (performed every 3

years), CAPSC anticipates more people served and greater impact on people’s lives than was possible prior to its new space.

- **Affordable Housing.** One of the biggest takeaways from CAPSC’s Needs Assessment is the need for affordable housing in the area. CAPSC is working to address this need, help keep people in their homes, and reinvest in CAPSC communities through multiple projects that provide accessible, affordable, sustainable housing for low-income families and seniors.

Thank you for your continued support of our mission. We are grateful to the Town of Durham for its continued investment in CAPSC and the community! \*

## **Greater Seacoast Community Health**

Helen Long, GRANT WRITER

### **2020 Accomplishments:**

- From January through October, Greater Seacoast Community Health (hereafter Greater Seacoast) served 49 residents of Durham in 164 visits. Many residents received more than one service. Twenty-nine visits were for dental services, 31 visits for behavioral health, and 87 for primary care. Eight percent of patients were uninsured, and twenty percent were placed on a sliding scale.
- Greater Seacoast made rapid and significant changes since the onset of COVID-19 to continue providing critical health services and keep people likely to become disengaged to stay the course



The “emergency” feeling has lessened now, as these and many other changes — like masks, social distancing, and pre-entry screenings — have become the new normal. Our Emergency Operations Team has gradually scaled back its meetings from six days a week in March to “as needed” today. While the future path of this pandemic is uncertain, our team is ready for whatever community-health challenges lie ahead.  
*Courtesy GSCH*



with health and wellness goals. For example:

- We quickly transitioned to offering many medical, behavioral health, and recovery services virtually.
- We offered emergency dental care for any person, not just patients of Greater Seacoast.
- Our mobile health vans were repurposed to assist with testing.
- Parenting programs and home visiting are being offered through virtual groups and phone support.
- Our Somersworth pharmacy is providing drive-thru pickup.
- We offer drive-up clinics led by nurses for high-risk diabetes patients and providing patients with home-monitoring equipment.
- We have developed an onsite learning center for staff with school-aged children that are

doing remote learning.

- We are preparing to offer rapid testing this fall for COVID and influenza.

#### **Goals for 2021 and beyond:**

One of Greater Seacoast's biggest goals for 2021 is relocating our Portsmouth health center to a new location in Portsmouth. The new location offers an opportunity to customize 16,000 square feet into a state-of-the-art community health and support center and supports our strategic goals, which are to:

- Provide the best possible patient and family experience.
- Ensure workforce engagement and well-being.
- Improve health outcomes of the population.
- Strengthen financial stability. \*



The WIC Center at Greater Seacoast is working to provide the same personalized care it has always provided, while being safe and responsible for its staff, patients, and community.  
*Courtesy GSCH*

## HAVEN

Jennifer McCann, OFFICE MANAGER

For over 40 years, HAVEN Violence Prevention and Support Services has been providing services to those impacted by domestic and sexual violence. The mission of HAVEN is to prevent sexual assault and domestic violence and to empower women, men, youth, and families to heal from abuse and rebuild their lives. Unlike most nonprofits, HAVEN's operations do not close at 5:00 PM, our crisis hotline never goes to voicemail, and trained staff and volunteers are available whenever and wherever a crisis arises. We do this for our neighbors as well as yours, for coworkers and relatives, adults, and children. This is our community and it is our goal to End Violence and Change Lives.

One of the ways HAVEN accomplishes this mission is through its K-12 Safe Kids Strong Teens program that aims to prevent child sexual abuse, sexual harassment, bullying and teen dating violence. The goals of the *Safe Kids Strong Teens* program aim to influence attitudes and behavior and thereby reduce the likelihood of youth becoming victims of sexual or teen dating violence and to create a positive atmosphere for young women and men to build self-esteem and improve their lives.

This prevention program is further supported by a comprehensive client services program that includes:

- ☐ Emergency shelter.
- ☐ 3 offices for walk-in support.
- ☐ 24-hour confidential crisis and support hotline 1-603-994-SAFE (7233).
- ☐ 24-hour accompaniment to police stations and hospital emergency rooms.
- ☐ Accompaniment to courts and assistance obtaining restraining orders.

- ☐ Safety planning.
- ☐ Support and accompaniment for families at the Rockingham and Strafford Child Advocacy Centers.
- ☐ Housing First, Rapid Rehousing and Transitional Housing programs; all intended to move our survivors to safe, affordable, and permanent housing.
- ☐ Support groups for survivors of domestic violence, sexual assault, and parents.

All services are Free and confidential and available to any Durham resident in need of assistance. Last year HAVEN assisted 3125 individuals and families in its client services program and through the Safe Kids Strong Teens program reached 9995 children, parents, and teachers with critical information about safety and awareness before the COVID 19 pandemic forced schools to cancel programs and move to remote learning.

HAVEN has continued to operate as an essential service and provide free support and shelter to those in need despite the global pandemic. The needs of survivors have increased and many have experienced heightened abuse due to jobs lost, increased stress and isolation caused by the pandemic. Our team has pivoted to meet those needs by:

- ☐ Using hotels to provide alternative shelter to meet the increase in survivors fleeing imminent danger.
- ☐ Adding confidential web and text chat features to allow more survivors to safely communicate with our team for support.
- ☐ Modifying its shelter to accommodate families in a safe and healthy environment.
- ☐ Collaborating with local food service

- Increasing our mobile advocacy to meet the needs of our communities.
- Creating virtual content for our Safe Kids Strong Teams education programs.

and difficulty maintaining a job due to safety concerns and depression in the aftermath of abuse. Since we know that youth are the most at risk, the Safe Kids Strong Teens school-based prevention program is critical to reaching out to current and potential victims. If HAVEN were not available to provide FREE services to its local communities, the Town of Durham would incur expenses related to the ongoing health and services required to meet the needs of those impacted by domestic and sexual violence. \*

Matthew Glode, DIRECTOR

everything sports offers developing children. Participation in youth sports offers children the opportunity to learn fundamental life lessons such as how to deal with pressure and stress, learning that being healthy is important, dealing with loss and adversity, success requires hard work and sacrifice, goal setting, and character building among many other social, personal, and cognitive areas

- ORYA was able to survive through the complete cancellation of all spring 2020 programming.
- Greatly expanded fall 2020 program options for the local community.

[illegible]

- Safely offered programming during the summer and fall seasons with enhanced safety protocols.
- Added new fall programming in 2020 which included surfing, golf, tennis and flag football, fall baseball, and outdoor basketball, in addition to soccer and field hockey.
- Created a new learn to play hockey program called Jr. Ice Cats.
- Expanded summer program offerings to include baseball, field hockey, lacrosse, golf, ice hockey, and volleyball.
- Moved the ORYA office into the former Madbury Library located on Town Hall Road.

### Goals for 2021:

- Adjust to receiving zero funding from the Town of Durham.
- Increase fund-raising initiatives to replace participant subsidy lost from reduction of funding.

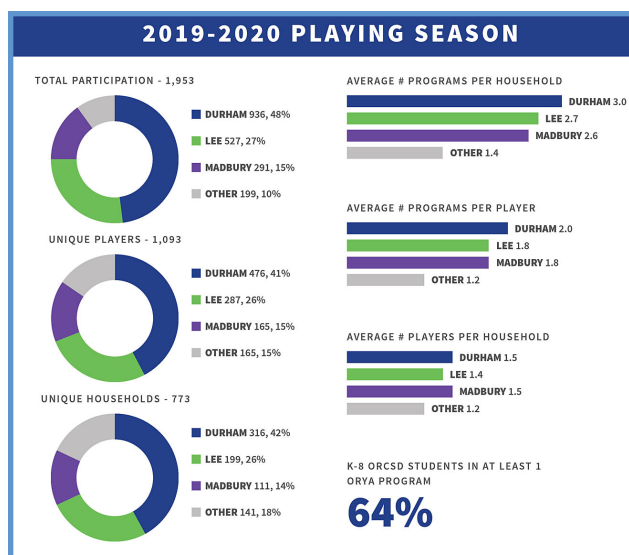
## Ready Rides

Tahja Fulwider, VOLUNTEER COORDINATOR

### Fiscal Year Activities for July 2019-June 30, 2020

Ready Rides Transportation Assistance organization provides free curb-to-curb rides to all medical related appointments for residents living in Durham that are 55+, and to all disabled.

Vetted volunteer drivers use their own vehicles to provide transportation services. Mileage reimbursement is available for all drivers. Ready Rides also provides rides to residents living in Barrington, Lee, Madbury, Newfields, Northwood, Nottingham, Newmarket, and Strafford. Ready Rides is not bound by travel



- Continue to adjust to pandemic safety guidelines and protocols to provide safe environments to play.
- Bring back the Trot in the Trees fund-raising event in partnership with Durham Parks & Recreation.
- Expand summer programming opportunities.
- Develop a softball program. \*

distance. Accessible rides are available. Ready Rides, was established in 2012 and is a 501(c)(3) independent nonprofit organization.

Ready Rides' volunteer base was deeply affected by COVID-19 in 2020. Many volunteers chose to take a break from driving. Our goal is to find those volunteers that are not in the "at

### FISCAL YEAR 2019/20:

Durham drivers:	12
Total of confirmed trips since 2012:	4493
Total of wheel chair accessible rides:	161
Registered residents using our service:	109
Total confirmed trips 2019:	1231



risk” group willing to join us. Ready Rides has always been in need of new drivers to help with the growing amount of ride requests, but this year more than ever. Our Passengers need for

medical care has not disappeared because of COVID-19 so we will remain open and available to take every ride we can, with every necessary precaution. Please come join our team of volunteer drivers! \*

## **Strafford Nutrition & Meals on Wheels Program**

Jaymie Chagnon, EXECUTIVE DIRECTOR

### **Fiscal Year July 1, 2019 - June 30, 2020**

Strafford Nutrition & Meals on Wheels (SNMOW) is a private, nonprofit 501 (c)(3) agency that provides services to the residents of Strafford County, NH. Our mission is to promote the well being of the elderly and disabled adults of Strafford County by providing services to foster independence in their own home and prevent or delay the need for institutional care. Through the delivery of hot nutritional meals in home or community settings, daily safety checks, nutrition education, and nutritional assessments, SNMOW will promote physical and emotional health, protect their quality of life, and aide in the social and economic needs of the elderly and disabled.

SNMOW is grateful to Durham for its support this past year. This funding was used to provide meals to homebound elderly in the Town of

Durham. To be eligible for the home delivery program individuals must meet homebound criteria set by the Older Americans Act, have health issues that make life more challenging, and most have income levels poverty level.

### **Services provided specifically to Durham residents this past year include:**

- ☐ Durham residents (on average we are feeding 16 Durham residents per day)
- ☐ 2,856 Meals served to Durham residents
- ☐ 1,648 Safety Checks and Support Services

### **Participant statistical information:**

- ☐ 69% are over the age of 70
- ☐ 77% say that MOW is their only source of food
- ☐ 68% live alone
- ☐ 64% have an income below \$1,050 per month

## **Strafford Regional Planning Commission**

Jen Czysz, EXECUTIVE DIRECTOR

*DURHAM COMMISSIONERS: Wayne Burton, Wes Merritt, and Leslie Schwartz*

Established by state legislation in 1969 the regional planning commissions serve in an advisory role to local governments and community organizations. Strafford Regional Planning Commission's (SRPC) mission is to

assure that the region is responsive to the needs of its residents through cooperative actions with municipalities and federal and state agencies, through the implementation of regional plans, and through local planning assistance. The commission's professional staff provide transportation, land use, economic development, hazard mitigation, water, public health, and

natural resource planning services; geographic information services (GIS); data collection and analysis; facilitation; and project management.

## **2020 Accomplishments:**

(Value of each service provided at no additional cost to the town is included in parenthesis)

- ❑ Conducted nine traffic counts to support local and state planning efforts. (2020 traffic count season: \$1,350).
- ❑ Finalized the design of an educational display about the Living Shoreline project at Wagon Hill Farm. This was installed along the shoreline of the Oyster River at Wagon Hill Farm in Feb. 2020. A press release about the project was prepared by SRPC and adapted by the town in its Friday Updates, and in Foster's Daily Democrat.
- ❑ Ordered New Hampshire Planning and Land Use Regulation books for local land use boards. (\$125.30).
- ❑ Continued to host the brown bag lunch series established by the Durham Economic Development Committee.
- ❑ Participated in and supported the Durham Economic Development Committee's Housing Subcommittee.
- ❑ Facilitated several stakeholder engagement meetings for the town's climate adaptation master plan chapter in collaboration with UNH Cooperative Extension/NH Sea Grant. (\$6,366).
- ❑ Worked with interested landowners and town staff to identify a suitable site for the installation of a permeable reactive barrier to address nonpoint source pollution from aging residential septic systems and to gain a better understanding of cost-effective ways for homeowners to address water quality problems in the Great Bay estuary. (\$18,053).
- ❑ Worked with a subset of the Leadership Team to evaluate the risks of rising groundwater associated with sea level rise through a study in collaboration with Jayne Knott, PhD., and Jennifer Jacobs. (\$20,435).
- ❑ Created eight trail maps for the town.
- ❑ Inventoried 30 Recreation Sites for the Promoting Outdoor Play! project. (\$375).
- ❑ Developed a local candidate project for the Ten-Year Plan. (\$650).
- ❑ Planned local pedestrian safety improvement projects for future funding. (\$180).
- ❑ Identified potential bicycle improvement projects for the Metro Plan and Statewide Bicycle & Pedestrian Plan. (\$300).



SRPC finalized the design of an educational display about the Living Shoreline project at Wagon Hill Farm. This was installed along the shoreline of the Oyster River at Wagon Hill Farm in Feb. 2020.

## **2020 Regional Accomplishments:**

- ❑ Received program funding for Strafford Economic Development District from the Economic Development Administration (EDA).
- ❑ Secured funding through the EDA CARES Act to support economic recovery in response to the COVID-19 pandemic.
- ❑ Provided technical assistance during the COVID-19 pandemic by facilitating weekly Seacoast Economy phone calls for local businesses and municipalities.
- ❑ Gathered important stakeholders from across the region to attend a regional workshop with the purpose of informing SRPC's core plans.
- ❑ Successfully applied for funding through the TUFTS Health Plan Foundation to implement an age friendly planning project: Communities for Healthy Aging Transitions (CHAT).
- ❑ Received a second round of funding through the NH Children's Health Foundation to build upon the regional recreational assets Pathways to Play project. The Promoting Outdoor Play! project will include the creation of an online resource that will connect families with young children to the many recreation resources available in the region. The online platform will include photos, amenities, and other information for each regional recreational site, and will be publicized in a marketing campaign to all eighteen communities.
- ❑ Created a regional ArcOnline map for the 2019 Local Source Water Protection grant project. This included data layers such as aquifers, water and sewer service areas, high-priority water supply lands, source water protection areas, and zoning districts that protect drinking water resources.
- ❑ Convened the Brownfields Advisory Committee to provide an update on progress in 2020 and discuss the assessment program for 2021.
- ❑ Assisted in updating the 2020 Piscataqua Region Environmental Planning Assessment by collecting data from each of our communities, which included applicable town plans, local land use regulations and ordinances, and other available public information.

## **Goals for 2021:**

- ❑ Continue to work with the Town of Durham on several climate adaptation and resilience efforts, including the adoption of the climate adaptation master plan and assistance with future phases of the living shoreline project at Wagon Hill.
- ❑ In 2021 SRPC will update the regional Long-Range Transportation Plan, Comprehensive Economic Development Strategy, and Housing Needs Assessment, providing valuable information and data for local planning efforts.
- ❑ Complete a Communities for Healthy Aging Transitions (CHAT) community assessment for each municipality in the SRPC region with demographic data, information about municipal policies, and citizen feedback about communities' level of age-friendliness.
- ❑ Launch and market the dynamic, forward-facing online resource for Promoting Outdoor Play! (POP!) that will connect families with young children to the many recreation resources available in our region. Additionally, complete the outreach and engagement campaign to share and publicize this information with residents and visitors throughout the greater Strafford region.
- ❑ Continue Brownfields assessment and cleanup planning activities; expend current grant funds enough to meet threshold requirements for re-application to EPA in Fall 2021 (current grant must be at least 90% expended). \*



# Town Working Committees

## Durham Agricultural Commission

Theresa Walker, CHAIR

*MEMBERS: Theresa Walker, Chair; Raymond LaRoche, Jr., Vice Chair; Lee Alexander, Anton Bekkerman, John Carroll, Alberto Manalo, Bryan Cassidy, alternate; Ellen Karelitz, alternate; Dave Langley, alternate; Suzanne MacDonald, alternate; Daniel Winans, alternate; Wayne Burton, Council representative; Paul Rasmussen, Planning Board representative*

*FORMER MEMBERS: David Potter*

The Durham Agricultural Commission was established by the Town Council in July 2011 to “promote the production, availability, and sale of locally grown food, fiber, and forest products” (Town Council Resolution #2011-11). Since that time, the twelve members of the Agricultural Commission have been meeting at least once per month to work together and with town staff and other town boards and committees to further the mission of the Agricultural Commission, which is to encourage agricultural activities and development to expand Durham’s working landscape of actively managed gardens, farms, forests, and land through the town, including University of New Hampshire land.

### 2020 Accomplishments:

- Worked with the Town Planner, Planning Board, and Town Council on revisions to the Town Zoning Ordinance designed to enable more agriculture.



A sheep at Liberty Hall Farm on Bennett Road in Durham. Courtesy of Theresa Walker



- ❑ Continued to promote the commission's "Food Friendly Garden" campaign to raise awareness of home food production across town.
- ❑ Continued to promote Durham's designation as a "Bee City USA" community.
- ❑ Actively participated in the work of the Land Stewardship Subcommittee.
- ❑ Participated in meetings across the state concerning the role of Agricultural Commissions in New Hampshire.
- ❑ Via the town's weekly Friday Updates and social media, shared information about food production in the region.
- ❑ Promoted the Seacoast Growers Association summer Durham Farmers' Market and winter markets hosted by UNH and Seacoast Eat Local.
- ❑ Responded to town official and resident concerns and questions regarding agricultural activity in town.
- ❑ Develop programs to support local agriculture, community gardening, home gardening, and backyard composting.
- ❑ Partner with the Lee Agricultural Commission, and farms in Lee and Madbury to explore a regional foodshed.
- ❑ Work with residents, Durham Town Council, town staff, and town boards and commissions on issues related to agriculture and food production, including urban food production, food security, Community Supported Agriculture (CSA), and community farms.
- ❑ If public health and safety permits, organize and host the 8th Annual Durham Farm Day on August 21, 2021.
- ❑ Update the inventory of farms and gardens in Durham.

#### **Goals for 2021:**

- ❑ Work with the Town Planner, Planning Board, and Town Council to adopt changes to the Town Zoning Ordinance to enable more agricultural activity.
- ❑ Implement Master Plan recommendations regarding sustaining and expanding Durham's working landscape of farms, forests, gardens, and aquaculture.

The Agricultural Commission believes its work is critically important to the Town Council's goal to, "Pursue long-term economic and environmental sustainability and resiliency, anticipating the community's and the region's future needs through a framework that formally integrates the consideration of multiple elements including society, ecology, economics, transportation, agriculture, recreation, food and drinking water, climate, and energy resources." In support of that goal, the Agricultural Commission looks forward to working with residents and Town Government in the coming year. \*

## **Durham Energy Committee**

Nathaniel Balch, CHAIR

*MEMBERS: Nathaniel Balch, Chair; Mary Downes, James Dreher, Coleen Fuerst, John Lannamann, Bianca Leonard, Martin Wosnick, UNH representative; Wayne Burton, Town Council representative; Barbara Dill, Planning Board representative*

The activities of the Durham Energy Committee (DEC) are guided by the Energy Chapter of Durham's Master Plan. The work of the committee is built upon three 'pillars':

- 1) Building Design and Land Use;
- 2) Transportation; and
- 3) Alternative and Renewable Energy Sources.

The Energy Committee works to further the vision that, "...the Town of Durham, along with commercial property owners and homeowners will continue to realize cost savings while

*reducing carbon emissions, thereby increasing the community's resiliency and sustainability relative to energy use."*

## 2020 Accomplishments:

**Renewable Energy/Resiliency.** The DEC has been actively investigating renewable energy "best practices" for ultimate adoption by the town. In the past year, the following actions have taken place:

- **Membership in the Global Covenant of Mayors.** Following a presentation of the Concord Strategic Energy Plan during the October 2019 DEC meeting, the DEC has researched benefits and implications pertaining to joining the Global Covenant of Mayors, an international organization which provides guidance to municipalities wishing to take serious action regarding climate change and renewable energy. The DEC voted unanimously to recommend that the Town of Durham join the Global Covenant of Mayors at the November 6, 2020 meeting.
- **UNH Sustainability Fellows.** The DEC has had the support and expertise of two Sustainability Fellows over the course of 2020, to assess climate resilience of the town. Phase 1 of the assessment included completion of a GHG inventory to quantify carbon and nitrogen emissions from Local Government Operations, to establish

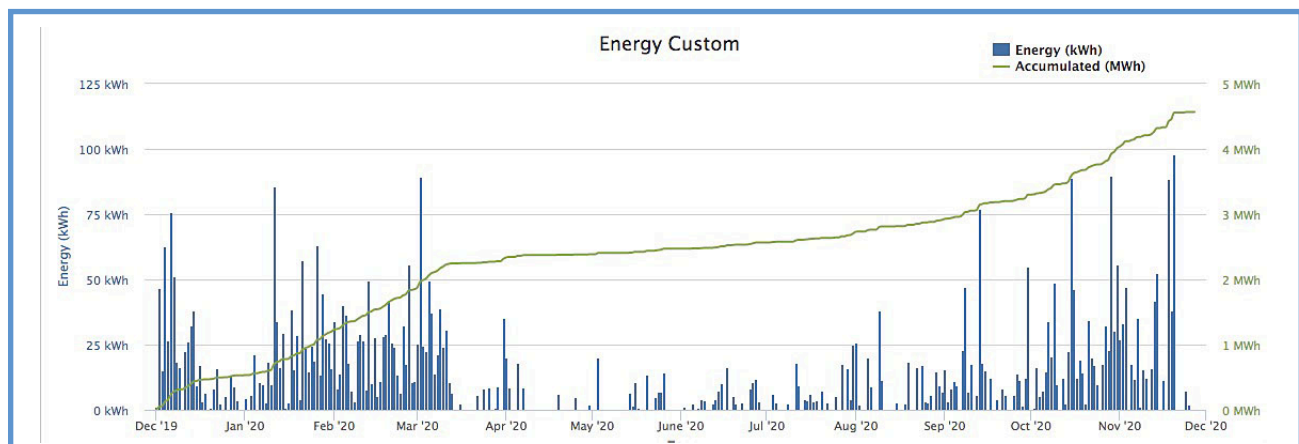
prioritized GHG reduction strategies. Phase 2 (currently underway) considers the carbon and nitrogen footprint of the community (commercial, residential, and general transportation emissions).

## Transportation. Electric Vehicle (EV) Charging Stations in Durham

- **New EV Charger at the Durham Library.** In 2019, the EV charger at the Durham library failed and could not be repaired. To determine whether we should replace the charger, the DEC surveyed readers of the Friday Updates. The responses indicated that there was significant interest in maintaining a charging option for patrons of the Durham library.

We are delighted to report that discussions with former DEC member Harry Tobias led to the donation of a new Level 2 charger from Siemens Industry, Inc. The charger was installed on January 14, 2021. We are grateful to Harry and to Siemens for their generous support of Durham's effort to provide EV charging options for Durham residents.

- **Update on the Use of the Pettee Brook EV Charging Stations.** There was a significant dip in demand for EV charging in downtown Durham beginning in March of 2020. During the last quarter of 2020, there has been an upward trend in charger use at the



Pettee Brook parking lot, but the pandemic continues to depress what had been a yearly growth in demand for EV charging. Nevertheless, Durham's commitment to supplying a clean energy alternative to drivers did have a significant impact in lowering our carbon footprint. During the period December 1 to November 27, 2020, the Pettee Brook charging station prevented 1918kg of greenhouse gases from being released into the atmosphere. Gross revenue generated from the two Chargepoint pedestals was \$1105.84, with 4.566MWh of electricity used during 553 charging sessions.

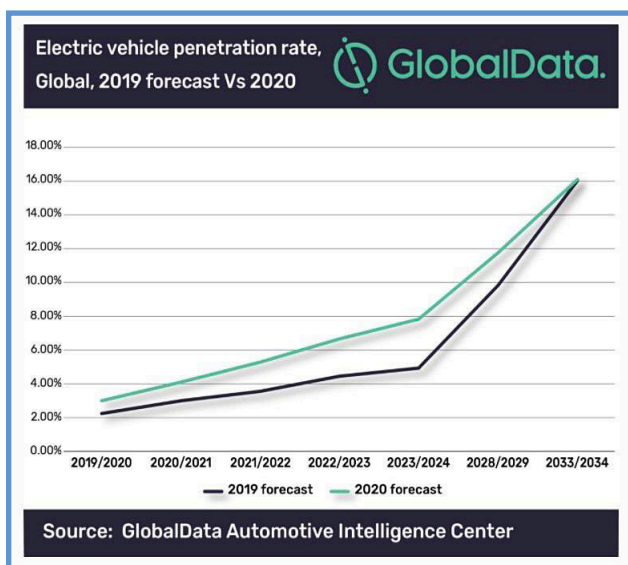
- **Ongoing Project: Preparing the infrastructure to support future EV growth.** Industry forecasts indicate a rapid growth in EV use. As indicated in the chart below, the predictions from 2019 underestimated the growth rate of EV adoption and we expect that technological advances will further accelerate future demand for electric vehicles. Implementation of infrastructure upgrades to support future EV use is already taking place; the Oyster River School District is planning for the installation of several Level 2 charging stations and fast-charging stations at the middle school project currently in construction, to be integrated

with the photovoltaic solar panel array as part of the project.

In the coming year, it is not unreasonable to expect a 6% EV penetration rate, with steep increases to come over the next ten years. This sharp rise in EV use will require significant changes in the town's infrastructure to support EV charging options. Revisions to building codes, energy conservation codes and National Fire Code are anticipated to include code requirements and guidelines for electric vehicles in residential and commercial facilities. For more information regarding electric vehicles, refer to the Clean Cities Coalition (NH Department of Environmental Services and USDOE).

The planning and preparation needed to support EV must begin as soon as possible. In line with that goal, we see our task as beginning the discussion about making EV charging an option in the workplace and at homes in Durham. The DEC is exploring ways to encourage the creation of workplace charging stations and we are reviewing building codes with an eye toward minimizing the costs of future residential charging stations.

- **Durham/UNH/Eversource Grid Modernization.** Eversource, UNH and the Town are currently preparing a grant proposal for approximately \$7 million dollars in US DOE funding to modernize and integrate electrical utilities serving essential services and facilities in Durham, UNH and the Oyster River Co-Operative School District (ORCSD). The end goal is to coordinate various elements of the electrical power grid to enhance electric power reliability to essential services. This was discussed in detail at the November DEC meeting, along with a presentation by Eversource. The final proposal is scheduled to be submitted to the NH Public Utilities Commission in March 2021.



## Building Design and Land Use

- **Oyster River Middle School Project.** A series of informational articles were written for the purpose of informing the public on energy efficiency and renewable energy aspects of the proposed Oyster River Middle School Net Zero design/build project in the months preceding public vote on the project's warrant article. This project is currently under construction. The DEC continues to support this project via periodic jobsite visits and reports.
- **Town of Durham Solar Ordinance.** In the summer of 2019, the draft of an ordinance to regulate the installation of solar systems throughout the town, which had been approved by the Energy Committee and subsequently revised and approved by the planning board, after several public hearings, was sent to the Town Council. Rather than beginning deliberations at that time, the Council turned the draft over to Councilor Jim Lawson to research the history of the development of the draft, propose some revisions and work with a small group consisting of Mary Downes of the Energy Committee, Councilor and Representative to the Planning Board Carden Welsh, and Planning Board member and representative to the Energy Committee Barbara Dill, to refine the revisions. Councilor Lawson provided an update on the current status of the ordinance and discussed next steps at the October 2020 DEC meeting. Councilor Lawson will meet again with the small group in the coming year. Discussion included:
  - a. Size of arrays based on square footage versus kW.
  - b. Residential versus commercial applications.
  - c. Consideration of rural Durham lots, site placement of solar arrays and aesthetic considerations.
  - d. Application of 'Enterprise' systems, as defined by the PUC.

e. Solar Parking canopies.

- **Power Purchase Agreement #1 Buyout.** The Town of Durham and ReVision Energy entered into Power Purchase Agreement #1 (PPA1) in 2013 for photovoltaic arrays at the Durham Public Library, the Durham Ice Rink at Jackson Landing and the Durham Police Station. During the past year ReVision Energy and the Town have discussed purchasing the three arrays outright.

At the August DEC meeting, the buyout of PPA1 was discussed. Committee members reviewed documentation provided by ReVision Energy, and voted unanimously to recommend to the town to purchase the remaining term of the power purchase agreement on the three arrays from ReVision Energy in the upcoming fiscal year. The buyout will include establishing operation and maintenance and decommissioning costs.

### Goals for 2021:

The Durham Energy Committee anticipates the following exciting work in the coming year:

### **Renewable Energy/Resiliency**

- **Global Covenant of Mayors.** Explore and implement guidelines included in documentation provided by the Global Covenant of Mayors, in establishing long-range energy plans for the town.
- **UNH Sustainability Fellows.** Work with the UNH Sustainability Department and Sustainability Fellows on projects pertaining to greenhouse gas emissions, transportation and renewable energy sources.

**Solar Ordinance.** Continue to support development and implementation of a Town Solar Ordinance.

**Transportation.** The DEC will be focusing on the following in 2021:



- Develop and implement a forward-thinking strategy for electric vehicle use and charging at residential, commercial and municipal facilities, and at public use areas.
- Participate in planning at town, university, and regional levels to meet future transportation-based electrical demands.

- Update the town's Energy Checklist to include EV/PV-ready installations for new construction / permits.

**Grid Modernization.** Continue to support coordinated grid modernization at the town, university and regional levels in upgrading electric power grid reliability. \*

## Economic Development Department and Economic Development Committee

Christine Soutter, ECONOMIC DEVELOPMENT DIRECTOR

*MEMBERS: Warren Daniel, Raymond Rodon, Sally Tobias, alternate; Allan Howland, Council representative; Sarah Wrightsman, Planning Board representative; Lori Roy, DBA representative*

*FORMER MEMBERS: Roger Hayden*

### 2020 Accomplishments:

- **UNH Research Park.** The university had put the research park, also known as the Edge at UNH, on pause again as it focuses on maintaining the health and safety of the students and staff during COVID. The Durham planner has put together a draft PUD and it has been shared with the

appropriate personnel at UNH. We plan to renew discussions after the Thanksgiving holidays.

- **66 Main Street.** Negotiations for the redevelopment of 66 Main Street with Elliott Sidewalk Communities and UNH were sidelined due to COVID 19. The town is now looking into using the town's Parking Impact Fees which begin to expire in the summer of 2021 to purchase the property for public parking. If successful, the goal is to move forward with the mixed-use project that will include public parking.
- **Mill Plaza.** The project developer continues to go through the slow but steady process with the Planning Board. A final decision is expected over the next couple of months.
- **Downtown.** Parking analysis continues and has resulted in the addition of seven parking spaces in Sammy's lot. Proposed zoning changes have been brought forth by the Town Council to address the lack of redevelopment since 2013.
- **Business Communications.** The department served as a conduit for information and financial resources from local and federal agencies. The Economic Development Director also worked with a volunteer to create a video showcasing some of the



Christine Soutter, part-time Economic Development Director. Courtesy DCAT Studios

downtown businesses that have adapted their business to remain viable during the pandemic.

### **Goals for 2021:**

The department will increase marketing of the downtown as a destination for all residents

and visitors through increased collaboration with Celebrate Durham, the Durham Business Association, and other town departments. The department will support the redevelopment of underutilized parcels in the downtown including UNH public/private partnerships. Active participation on the housing subcommittee to promote new housing in Durham. \*

## **Human Rights Commission**

Katherine Marple, CHAIR

**MEMBERS:** *Katherine Marple, Chair; Administrator Todd Selig, Business Manager Gail Jablonski, Momin Khan, Andrew Merton*

The Durham Human Rights Commission (HRC) met once this year to review the Municipal Equality Index which is a nationwide evaluation of 506 cities on how inclusive cities' laws, policies, and services are of lesbian, gay, bisexual, transgender, and queer (LGBTQ) people. Our score is high (90) but could be higher if we were able to change state law. As it stands we are as inclusive as the State of New Hampshire allows.

Over the past few years, the town, recommended by the HRC, has strived to increase awareness

of cultural differences within the community. We have tried to make our observances more thoughtful and inclusive. These efforts have been met with some resistance but for the most part, people understand that in order for all people to have a stake in society they must be acknowledged and respected. It is my belief that most people do want to live in a welcoming town but do not always consider that our traditions may not be welcoming. This effort requires vigilance to sustain itself. I hope that future town councils continue such vigilance so that Durham will be remembered in history as a place that tries to make a difference. \*

## **Integrated Waste Management Advisory Committee**

Nell Neal, CHAIR

**MEMBERS:** *Nell Neal, Chair; Mary Caulfield, Julie Kelley, Sally Needell*

**FORMER MEMBERS:** *Carina Dolcino*

The Integrated Waste Management Advisory Committee (IWMAC) has focused primarily on composting this year. Food matter makes up 10-30% of the weight of landfill waste generated by the average family. With the ongoing changes and fluctuations in the recycling market, we turned our attention to the subject of composting.

The committee's purpose and goal has been to explore with and recommend to the Department of Public Works possible ways to reduce the cost of waste disposal in Durham by removing recyclables and compostables from the waste stream. To that end the committee initiated and carried out a six week compost challenge. Twenty-two families volunteered to separate out and weigh their food waste and their landfill waste. The purpose was to determine the percentage their total waste could be reduced if

food waste was removed. The challenge has just been completed. The results will be reported to the Department of Public Works and to Durham residents, and will be used to guide us as we continue to explore ways to increase resident composting in Durham.

The committee is also in dialogue with the UNH Office of Sustainability and the Oyster River Sustainability Committee to explore possibilities for collaboration in the future as we all work to increase composting as a means of recycling organic waste and reducing landfill waste. \*

## Lamprey River Advisory Committee (LRAC)

As required by RSA 483 and the NH Rivers Management & Protection Program, representatives from ten towns in the Lamprey River watershed continued implementing the *2013 Lamprey Rivers Management Plan* with help from multiple partners\*. The final plan, approved on Sept. 26, 2013, is available at town offices and on [www.LampreyRiver.org](http://www.LampreyRiver.org).

**History.** LRAC was pleased to create and fund the kiosk panel at Thompson Forest in Durham. This former dairy farm is being transformed to shrub-meadow habitat and includes a walking trail through forest and field. A public tour was offered in November.

**Outreach.** COVID19 made gatherings risky, so outreach efforts turned largely to computer-based modes. *Chick and Dee-Dee's Lamprey River Adventure* children's book was made available for free viewing via [www.LampreyRiver.org](http://www.LampreyRiver.org). Two new videos featuring an interview with naturalist author and artist David Carroll were completed and were made available for viewing on the website. River-related articles were shared with towns for e-newsletters.

**Project Review.** The committee reviewed 19 projects in 6 towns that require NHDES permits for wetlands, shoreland, and alteration of terrain. Comments were sent to the NHDES, applicants, and town conservation commissions and planning boards. Per RSA 483, the LRAC cannot

grant or deny permits, but its comments must be considered by the NHDES.

**Recreation.** With travel restrictions imposed by COVID 19, people spent significantly more time exploring the river and visiting local parks and conservation areas. In response, the LRAC created a new public paddling access map and guide that includes sites from Raymond to Newmarket and updated and expanded the 2008 recreation map and guide that covers the Wild and Scenic towns of Epping, Lee, Durham, and Newmarket.

**Water Quality.** The LRAC funded a UNH graduate student to study nutrient budgets along segments of the main stem Lamprey River. A key finding from most sampling stations showed that natural processes that remove nitrogen are being outpaced by non-point source inputs, (those that cannot be easily traced to a particular source). A grant to the Raymond Conservation Commission was used to fund a wetland inventory and recommend zoning changes to maximize protection of the town's drinking water.

**Wildlife and Ecology.** Using a grant from the LRAC, the Pawtuckaway Lake Improvement Association developed a pilot program using side-scan sonar to locate invasive variable milfoil in the lake, thus helping to prevent infestation in the river.

\*Funds to support LRAC's work were provided by the National Park Service under CFDA 15.962 – National Wild and Scenic Rivers System.

# Vital Statistics and Resources

## Births 2020

Child's Name	Date of Birth	Place of Birth	Parent's Name
Leota Roslyn Schulenberg	January 6	Dover	Michael & Sarah Schulenberg
Annika Eleanor Burakowski	February 11	Dover	Nicholas Shonka & Elizabeth Burakowski
Richmond Killian Fischer	February 14	Dover	Andrew & Shawna Fischer
Annie Olive Boley	April 4	Dover	Jennings & Celie Boley
Mateo Carlos Carmona-Arvizu	April 16	Dover	Kristopher Carmona Lomeli & Karla Arvisu Rosales
Judson Sebastian Fahnestock	April 20	Dover	Reeder & Maria Fahenestock
John Patrick Huang Aber	June 5	Dover	Patrick Aber & Jin Huang
Riley Marie Smith	June 5	Dover	Jeremy & Lindsey Smith
Emma Jane Liu	June 6	Dover	Ningyu Liu & Yujun Wang
Adrienne Lee Viscichini	June 15	Dover	Aaron & Sharmayne Viscichini
Cohen Michael O'Donnell	June 24	Dover	Edward & Kyra O'Donnell
Calihan Matthew Mazzola	June 26	Dover	Matthew & Austyn-Michele Mazzola
Austin Anthony Poor	August 25	Dover	Adam & Kathryn Poor
Alice Marin Embry	September	Dover	Matthew Embrey & Alena Warren
Vivienne Luna Marie Martindale	September 13	Dover	Benjamin Martindale & Christine Caputo
Maple Ellison Heiman	October 1	Dover	Shawn & Sarah Heiman
Wesley Francis Comtois	November 28	Dover	Benjamin & Stephanie Comtois
Adelaide Marie Flynn	December 4	Durham	Shaun & Simone Flynn
Lettie Judith Bennett	December 28	Dover	John & Lauren Bennett
Bodie Tsuga Stephens	December 31	Portsmouth	Ryan Stephens & Karrah Kwasnik



## Deaths 2020

Decedent's Name	Date of Death	Place of Death	Father's Name	Mother's Maiden Name
Joanna P Smith	January 11	Portsmouth	Andrew Pinnick	Pauline Ptaszek
John Dexter Woods	January 13	Dover	John Woods	Helen DiBona
Robert Doscher Eckerson	January 27	Durham	Wilbur Eckerson	Edith Doscher
Roland G Bellavance	January 30	Dover	Philomon Bellavance	Marie-Fabiola Gagnon
Sarah Brown McCulloch	February 4	Durham	Ralph Brown	Pauline Huey
Eileen Marie O'Leary	February 5	Durham	Edward Brody	Monica Fitzgerald
Gertrude Morris May	February 16	Dover	Vernon Morris	Mabel Farrow
Rachel Madelene Chase	February 19	Durham	Clovis Brochu	Angelina Dube
Leonard Albert Klein	February 24	Dover	Grover Klein	Edna Ritter
Dorothy W Mills	February 24	Durham	Ernest Wildman	Edith Edwards
Marie E Powers	March 1	Durham	Robert Byrnes	Ernestine Lennox
Charles Souders	March 1	Durham	David Souders	Elsie Unknown
Melvin Theodore Bobick	March 1	Dover	Theodore Bobick	Mildred Basara
Frances Dorothy Stevens	March 13	Durham	James Lavers	Rhoda Horne
Rose M Aherens-Mince	March 16	Durham	Hans Ahrens	Erna Preuske
Shirley Gray Adamovich	March 17	Dover	Willard Gray	Carrie Shattuck
John N McCallion	March 18	Dover	Thomas Mccallion	Marjorie Callahan
Francis S Birch	March 19	Durham	Albert Birch	Barbara Channing
Philip William Sullivan	March 21	Portsmouth	Philip Sullivan	Sylvia Corneliussen
William Barnes Schoonmaker	March 22	Durham	William Schoonmaker	Elizabeth Merrill
Mary L Eaton	March 27	Durham	Thomas Walsh	Ethel Miller
Joanne V Sasner	April 2	Exeter	John Van Dyk	Nellie Lorimer
Robert Kertzer	April 11	Madbury	Sam Kertzer	Roslyn Scherer
Natalie Downs	April 12	Dover	Shelden Mooers	Madeline Wharff
Mary C Harris	April 15	Lee	Constantine Engalichev	Sophie Grabbe
William Harris Davison	April 15	Portsmouth	Frank Davison	Jayne Muiry
Barbara Humphreys	April 19	Durham	Jake Stahl	Esther Gustafson
Michael Fairfield Humphreys	May 18	Durham	James Humphreys	Frances Greene
Dorothy W Oliver	May 18	Durham	Myron Willett	Ethel McCormack
Robert James Cartmell	May 19	Durham	Robert Cartmell	Eleanor Foote
Russell S Merry	May 26	Durham	Howard Merry	Blanca Barrios
Re June Mann	June 5	Durham	George Hirschert	Violet Marohl
Judith Ann Johnson	June 20	Durham	Louis Lemay	Pauline Knowlton
Wilson Stafford Pike	June 23	Dover	James Pike	Anne Lonsdale
Eva Marie Buzzell	July 2	Duham	Aremys Boulanger	Anna Labonte
Esther Elizabeth West	July 2	Durham	David Beck	Agnes McCracken
Neil Dow West	July 5	Exeter	George West	Ruth Dow
Clement Daigle	July 17	Durham	Donat Daigle	Alma Gagnon
Walter E Kuper	July 20	Durham	Frederick Kuper	Margaret Flanigan
William A Harris	July 23	Exeter	Edward Harris	Anita Pickles
Gordon Clark	July 24	Portsmouth	Gordon Williams	Ruby Lees
Bertha M Gerbracht	July 28	Durham	Rudolph Koschorreck	Bertha Wenzel

Decedent's Name	Date of Death	Place of Death	Father's Name	Mother's Maiden Name
Gerald A Fitzgerald	July 29	Durham	Gerald Fitzgerald	Margaret MacAlinden
Charles Kenneth Hutchins Jr	August 4	Portsmouth	Charles Hutchins Sr	Helen Baker
Kelvin Warner Dalton	August 7	Durham	Fred Dalton	Alice White
Armand J Van Velthoven	August 10	Durham	Leonardus An Velthoven	Allegonda Hendrix
Verna Nettie Lawson	August 12	Dover	John Rhynd	Nettie Marshall
Clara J Van Hoorn	August 15	Dover	Hendrik Wouters	Gernina Appels
Terry Tornick	August 16	Durham	Unknown Reifen	Rachel Wolansky
Eugene Sumner Mills	August 17	Durham	Sumner Mills	Lela Weatherly
Peter Gregg Hall	September 7	Dover	Alan Hall	Clara Hust
Darius J Davis	September 8	Durham	Roland Davis Sr	Irene Godfrey
Edward J Byrnes	September 15	Durham	Unknown	Unknown
Lorraine Alma Stuart	September 18	Exeter	Guy Pote	Margaret Lyons
Carole F St Onge	October 3	Durham	Irving Gabrie	Genevieve Unknown
Philip Leighton Johnson	October 4	Rochester	Albert Johnson	Virginia Smith
Anne S Kosusko	October 4	Durham	J Hampton Clouse	Margaret Tillison
Kathleen Card Harmon	October 4	Durham	Raymond Lincoln	Alice Dennett
Newson M Cook Jr	October 8	Durham	Nelson Cook Sr	Arlene Grant
Charles R Beaulieu	October 8	Durham	Joseph Beaulieu	Irene Beaulieu
Nancy Margaret Hague	November 2	Durham	James Amee	Lillian Gallant
Richard William Reece	November 8	Durham	Richard Reece	E Marsha Lape
Madeline M Hankard	November 19	Durham	Frederick Poirier	Frances Poulin
Ivan Krakowsky	December 15	Portsmouth	Hyman Krakowsky	Helen Reiner
William Middleton	December 18	Newmarket	William Middleton	Mildred Roth
Barbara A. LaRochelle	December 27	Durham	Joseph Beaudoin	Ruth McDaniel

## Marriages 2020

Name	Residence	Name	Residence	Place of Marriage	Date of Marriage
Kelli G Blinn	Durham	Daren R Dulac	Durham	Durham	June 6
Hallie M Woods	Durham	Jonathan A Cheyne	Durham	Rye	June 19
Matthew A Mccarthy	Durham	Alamelu Ramamurthi	Boston, MA	Durham	June 25
Drew A Thibault	Durham	Rachel S Mee	Lee	Lee	June 27
Brenda A Eckels Burrows	Durham	Brian A Marquis	Durham	Durham	August 14
Sean P Murphy	Durham	Anne E Brady	Durham	Rye	August 15
Alexander D Horton	Londonderry	Lauren A Courtemanche	Durham	No. Hampton	August 30
Lisle E Snyder	Durham	Lauren E Koenig	Durham	Durham	September 19
Colten W Tenney	Durham	Darline Simoni Balen	Durham	Claremont	October 10
Paul B. Kilian	Durham	Julian Salisbury	Durham	Exeter	December 19
Dakota R. Agranst pierre	Durham	Lindsey C. Adams	No. Conway	Hart's Location	December 28

## Resource Information

### Land Area

(2.2 miles of which is water surface) .....	25.5 sq. miles
Population (per 2020 census) .....	16,534
Incorporated.....	1732
Durham's Congressional District Number .....	1

### Meeting Dates for Town Boards, Committees, and Commissions

*(Notices are posted on the Bulletin Board outside the Town Hall, the Durham Public Library, and on the Town's web Site: [www.ci.durham.nh.us](http://www.ci.durham.nh.us).)*

Town Council	First and third Mondays of each month at 7:00 PM, Town Hall
Cemetery Committee	As needed
Conservation Commission	Fourth Monday of each month at 7:00 PM, Town Hall
Durham Agricultural Commission	Second Monday of each month at 7:00 PM, Town Hall.
Durham Energy Committee	First Tuesday of each month at 7 PM, Town Hall
Durham Housing Subcommittee	Second Monday of each month at 10:00 AM, Town Hall
Economic Development Committee	Third Tuesday of each month at 8:00 AM, Town Hall
Historic District Commission and Heritage Commission	First Thursday of each month at 7:00 PM, Town Hall
Human Rights Commission	As needed
Integrated Waste Mgt. Advisory Committee	Second Thursday of each month at 8:00 AM. Town Hall.
Land Stewardship Subcommittee	Second Thursday of each month at 8:30 AM, Town Hall
Parks & Recreation Committee	Fourth Tuesday of each month at 7:00 PM, Town Hall.
Planning Board	Second & fourth Wednesday of each month at 7:00 PM, Town Hall
Trustees of the Trust Funds	As needed
Zoning Board of Adjustment	Second Tuesday of each month at 7:00 PM, Town Hall

### Town Office Functions

Town Clerk-Tax Collector's Office	Monday through Friday, 8:00 AM to 4:30 PM First Monday of each month, 8:00 AM to 6:00 PM
Town Office Hours	Monday through Friday, 8:00 AM to 5:00 PM
Boat Registration	Additional \$5.00 charge to register a boat at the Town Hall.
Car Registration	Registration in month of birth. Renewal stickers and license plates can be purchased at Town Clerk's Office for an additional \$3.00 each
Car Inspection	Car must be inspected within ten (10) days of first registration in New Hampshire. Then, inspection is done in the registrant's birth month. Residents may renew car registrations on-line at the Town web site: <a href="http://www.ci.durham.nh.us">www.ci.durham.nh.us</a> or <a href="http://www.eb2gov.com">www.eb2gov.com</a>

Driver's License	Application available at the Dover Point MV Substation.
Dog Registration	Tags are available as of January 1st. Due May 1st. Neutered Male/Spayed Female:\$7.50. Unneutered Male or Unspayed Female: \$10.00. Senior Citizen: \$2.00
Property Taxes	Due on or about July 1st and December 1st.
Water & Sewer Billings	Issued four times a year.
Voter Registration	New voters can register with the Supervisors of the Checklist or the Town Clerk. Proof of age, residence, and citizenship are required.
Marriage Licenses	Available through Town Clerk's Office
Vital Records	Available through Town Clerk's Office

## Miscellaneous

**Public Hearings & Public Forums:** Notices for public hearings & public forums are published in the the Foster's Daily Democrat, on the bulletin board outside of Town Hall, the Durham Public Library, and on the Town's web site: [www.ci.durham.nh.us](http://www.ci.durham.nh.us).

**Solid Waste Transfer Station & Recycling Center:** Located on Durham Point Road. Hours of operation: Tuesday and Saturday, 7:30 a.m-3:00 p.m.

**Bulky Waste Coupons and Electronic/Appliance Stickers:** May be obtained at the Public Works Department at 100 Stone Quarry Drive between the hours of 8:00 AM and 12:00 Noon, and 12:30 to 4:30 PM, Monday through Friday. 868-5578

**A Resident/Taxpayer Permit Sticker:** Available at the Public Works or the Town Clerk's Office and must be renewed every calendar year. This sticker allows residents/taxpayers entrance to the Transfer Station with regular trash and recycling at no extra charge, plus two-hour parking in existing downtown one-hour, non-metered spaces.

**Tax Exemptions:** For information regarding elderly, veteran's, blind, solar energy, totally disabled and physically handicapped exemptions, or current use taxation, please contact the Tax Assessor at 868-8064.

## Town Tax Rate

(Per \$1,000	
Assessed Valuation) .....	\$27.73
Town.....	\$ 7.79
School (Local) .....	\$15.37
School (State) .....	\$ 2.00
County .....	\$ 2.57
Net Assessed Valuation ..	\$1,236,967,035.00
Percentage of Valuation ..	86.4%
(estimated)	

A list of all new property valuations in Durham can be viewed on the Town's web site at:

[www.ci.durham.nh.us](http://www.ci.durham.nh.us).

A copy of the listings may also be obtained at the Town Assessor's Office. Residents may also call the Assessor's Office at 868-8064 to request a hard copy, which will be printed and mailed at no cost to taxpayers.



## Telephone Directory

Durham Web Site: [www.ci.durham.nh.us](http://www.ci.durham.nh.us)

Emergency Numbers: Fire/Police/Rescue Emergency = 9-1-1

Fire/Police/Rescue Emergency from UNH campus only = \*9-1-1

### Municipal Offices

Name	Title	Phone	Fax	E-mail
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#### **Administration, 8 Newmarket Road. Hours: 8:00 AM-5:00 PM, Mon-Fri**

Todd I. Selig	Town Administrator	868-5571	868-1858	<a href="mailto:tselig@ci.durham.nh.us">tselig@ci.durham.nh.us</a>
Jennie Berry	Admin. Assistant			<a href="mailto:jberry@ci.durham.nh.us">jberry@ci.durham.nh.us</a>

#### **Assessing, 8 Newmarket Road. Hours: 8:00 AM-5:00 PM, Mon-Fri**

Jim Rice	Assessor	868-8064	868-1858	<a href="mailto:jrice@ci.durham.nh.us">jrice@ci.durham.nh.us</a>
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#### **Business/Finance, 8 Newmarket Road. Hours: 8:00 AM-5:00 PM, Mon-Fri**

Gail Jablonski	Business Manager	868-8043	868-1858	<a href="mailto:gjablonski@ci.durham.nh.us">gjablonski@ci.durham.nh.us</a>
Lisa Beaudoin	Administrative Assistant			<a href="mailto:lbeaudoin@ci.durham.nh.us">lbeaudoin@ci.durham.nh.us</a>
Deborah Ahlstrom	Staff Accountant			<a href="mailto:dahlstrom@ci.durham.nh.us">dahlstrom@ci.durham.nh.us</a>

#### **Durham Cable Access Television, 8 Newmarket Road. Hours: 8:00 AM-5:00 PM, Mon-Fri**

Craig Stevens	DCAT Coordinator	590-1383	868-1858	<a href="mailto:cstevens@ci.durham.nh.us">cstevens@ci.durham.nh.us</a>
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#### **Economic Development, 8 Newmarket Road. Hours: 9:00 AM-5:00 PM, Mon-Wed and by Appoint.**

Christine Soutter	Director	590-1387	868-1858	<a href="mailto:csoutter@ci.durham.nh.us">csoutter@ci.durham.nh.us</a>
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#### **Fire Department, 51 College Road. Hours: 7:30 AM-5:00 PM, Mon-Fri**

David Emanuel	Fire Chief	868-5531	862-1513	<a href="mailto:demanuel@ci.durham.nh.us">demanuel@ci.durham.nh.us</a>
Randall Trull	Asst. Fire Chief			<a href="mailto:rtrull@ci.durham.nh.us">rtrull@ci.durham.nh.us</a>
Kelley Fowler	Administrative Assistant			<a href="mailto:kfowler@ci.durham.nh.us">kfowler@ci.durham.nh.us</a>

#### **Information Technology, 8 Newmarket Road. Hours: 8:00 AM-5:00 PM, Mon-Fri**

Luke Vincent	IT Manager	590-1380	868-1858	<a href="mailto:lvincent@ci.durham.nh.us">lvincent@ci.durham.nh.us</a>
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#### **Parks And Recreation Department, 2 Dover Road. Hours: 8:00 AM-5:00 PM, Mon-Fri**

Rachel Gasowski	Director	817-4074		<a href="mailto:rgasowski@ci.durham.nh.us">rgasowski@ci.durham.nh.us</a>
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#### **Planning & Community Development, 8 Newmarket Road. Hours: 8:00 AM-5:00 PM, Mon-Fri**

Michael Behrendt	Director	868-8064	868-1858	<a href="mailto:mbehrendt@ci.durham.nh.us">mbehrendt@ci.durham.nh.us</a>
Karen Edwards	Administrative Assistant			<a href="mailto:kedwards@ci.durham.nh.us">kedwards@ci.durham.nh.us</a>

#### **Police Department, 86 Dover Road. Hours: 8:00 AM-5:00 PM, Mon-Fri**

Rene Kelley	Police Chief	868-2324	868-8037	<a href="mailto:rkelly@ci.durham.nh.us">rkelly@ci.durham.nh.us</a>
David Holmstock	Deputy Chief			<a href="mailto:dholmstock@ci.durham.nh.us">dholmstock@ci.durham.nh.us</a>
Jennifer Johnson	Administrative Assistant			<a href="mailto:jjohnson@ci.durham.nh.us">jjohnson@ci.durham.nh.us</a>
Dawn Mitchell	Administrative Assistant			<a href="mailto:dmitchell@ci.durham.nh.us">dmitchell@ci.durham.nh.us</a>

Name	Title	Phone	Fax	E-mail
<b>Public Works, 100 Stone Quarry Road. Hours: 8:00 AM-4:30 PM, Mon-Fri</b>				
Richard Reine	Director	868-5578	868-8063	<a href="mailto:rreine@ci.durham.nh.us">rreine@ci.durham.nh.us</a>
April Talon	Town Engineer			<a href="mailto:atalon@ci.durham.nh.us">atalon@ci.durham.nh.us</a>
Janice Richard	Assistant to Public Works Dir.			<a href="mailto:jrichard@ci.durham.nh.us">jrichard@ci.durham.nh.us</a>

**Solid Waste Division, 100 Durham Point Road. Hours: 7:30 AM-3:00 PM, Tue & Sat**  
 Doug Bullen Opns Director 868-5578 [dbullen@ci.durham.nh.us](mailto:dbullen@ci.durham.nh.us)

**Tax Collector/Town Clerk, 8 Newmarket Road.**  
*Hours: 8:00 AM-4:30 PM, Mon-Fri — First Monday of every month 8:00 AM-6:00 PM*  
 Lorrie Pitt Town Clerk/Tax Col. 868-5577 868-1858 [lpitt@ci.durham.nh.us](mailto:lpitt@ci.durham.nh.us)  
 Rachel Deane Deputy Town Clerk [rdeane@ci.durham.nh.us](mailto:rdeane@ci.durham.nh.us)  
 Donna Hamel Administrative Assistant [dhamel@ci.durham.nh.us](mailto:dhamel@ci.durham.nh.us)

**Wastewater, Route 4. Hours: 7:00 AM-3:30 PM, Mon-Fri**  
 Daniel Peterson Superintendent 868-2274 868-5005 [dpeterson@ci.durham.nh.us](mailto:dpeterson@ci.durham.nh.us)

**Water Division, 100 Durham Point Road. Hours: 8:00 AM-4:30 PM, Mon-Fri**  
 Doug Bullen Opns Director 868-5578 868-8063 [dbullen@ci.durham.nh.us](mailto:dbullen@ci.durham.nh.us)

**Zoning, Code Enforcement, and Health Officer, 8 Newmarket Road.**  
*Hours: 8:00 AM-5:00 PM, Mon-Fri*  
 Audrey Cline Zoning, Code Enforcement,  
 and Health Officer 868-8064 868-1858 [acline@ci.durham.nh.us](mailto:acline@ci.durham.nh.us)  
 Angelo DelGiudice Code Enforcement Officer [adelguidice@ci.durham.nh.us](mailto:adelguidice@ci.durham.nh.us)

### Other Commonly Used Numbers

Churchill Rink at Jackson's Landing ..... 868-3907  
 Oyster River Youth Association Office . 868-5150  
 Durham Post Office ..... 868-2151  
 Durham Public Library ..... 868-6699  
 Historic Museum..... 868-5436  
 NH Fish & Game..... 868-1095

### **Oyster River School District:**

Superintendent of Schools ..... 868-5100  
 Moharimet Elem School..... 742-2900  
 Mast Way Elem School..... 659-3001  
 Middle School..... 868-2820  
 High School..... 868-2375

## State and U.S. Representatives

### Governor

The Honorable Chris Sununu  
State House  
107 North Main Street  
Concord, NH 03301  
Office: 603-271-2121  
[www.state.nh.us](http://www.state.nh.us)

### US Senators

Senator Jeanne Shaheen  
340 Central Avenue, Suite 205  
Dover, NH 03820  
Office: 603-750-3004  
*Washington Address:*  
506 Hart Senate Office Building  
Washington, DC 20510  
Office: 202-224-2841

Senator Maggie Hassan  
14 Manchester Square, Suite 140  
Portsmouth, NH 03801  
Office: 603-433-4445  
*Washington Address:*  
B85 Russell Senate Office Bldg.  
Washington, DC 20510  
Office: 202-224-3324

### US Representative

Congressman  
Christopher Pappas  
660 Central Avenue, Suite 101  
Dover, NH 03820  
Office: 1-603-285-4300  
*Washington Address:*  
323 Cannon House Office Bldg.  
Washington, DC 20515  
Office: 202-225-5456

Executive Councilor  
Cinde Warmington  
P.O. Box 2133  
Concord, NH 03301  
Office: 603-271-3632  
cell: 603-387-0481

### Durham's Representatives in the House – District 6

Rep. Cam E. Kenney  
P.O. Box 26  
Durham, NH 03824  
Office: 603-271-3184  
Home: 508-677-5141  
[cam.kenney@leg.state.nh.us](mailto:cam.kenney@leg.state.nh.us)

Rep. Timothy Horrigan  
7-A Faculty Road  
Durham, NH 03824  
Office: 603-271-3184  
Home: 603-868-3342  
[Timothy.horrigan@leg.state.nh.us](mailto:Timothy.horrigan@leg.state.nh.us)

Rep. Marjorie Smith  
100 Piscataqua Road  
Durham, NH 03824  
Office: 603-271-3184  
Home: 603-868-7500  
[marjorie.smith@leg.state.nh.us](mailto:marjorie.smith@leg.state.nh.us)

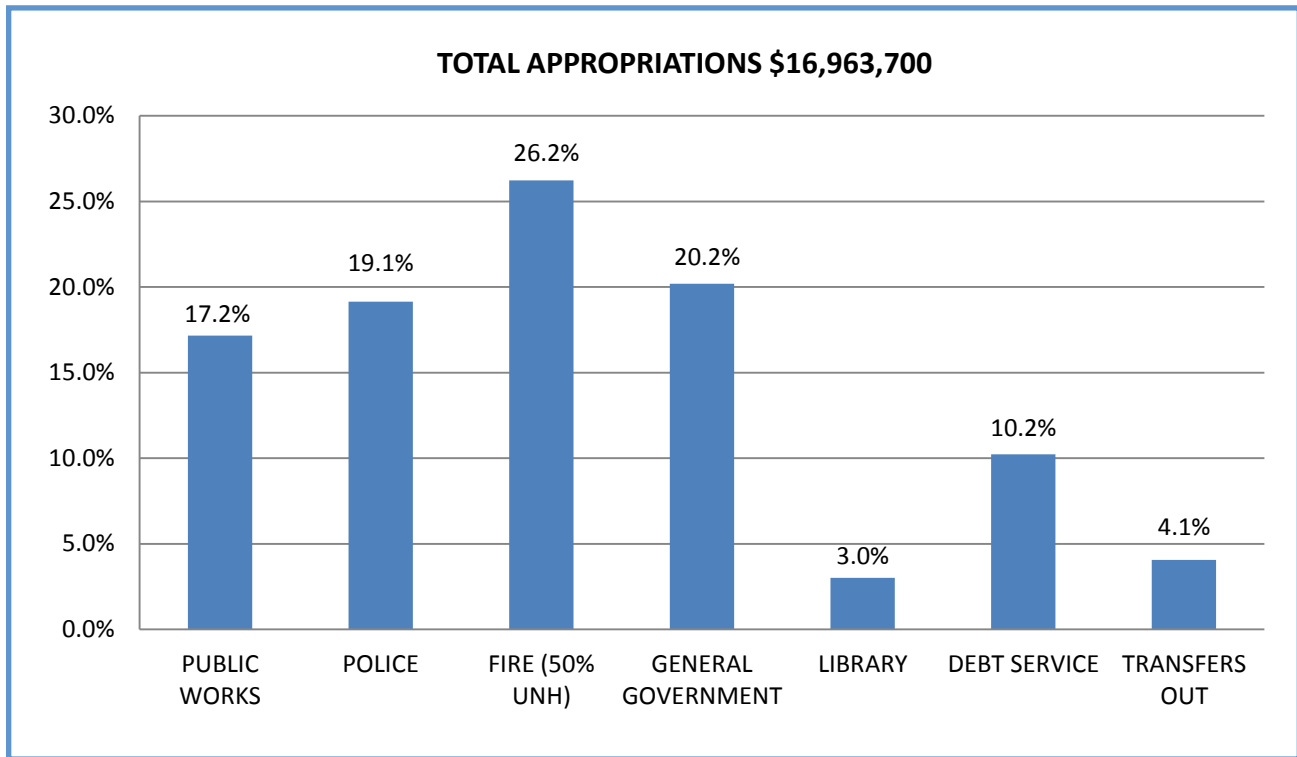
Rep. Judith Spang  
55 Wiswall Road  
Durham, NH 03824  
Office: 603-271-3125  
Home: 603-659-5936  
[Judith@kestrelnet.net](mailto:Judith@kestrelnet.net)

Rep. Janet Wall  
9 Kelley Road  
Madbury, NH 03823  
Office: 603-271-3529  
Home: 603-749-3051  
[janet.wall@leg.state.nh.us](mailto:janet.wall@leg.state.nh.us)

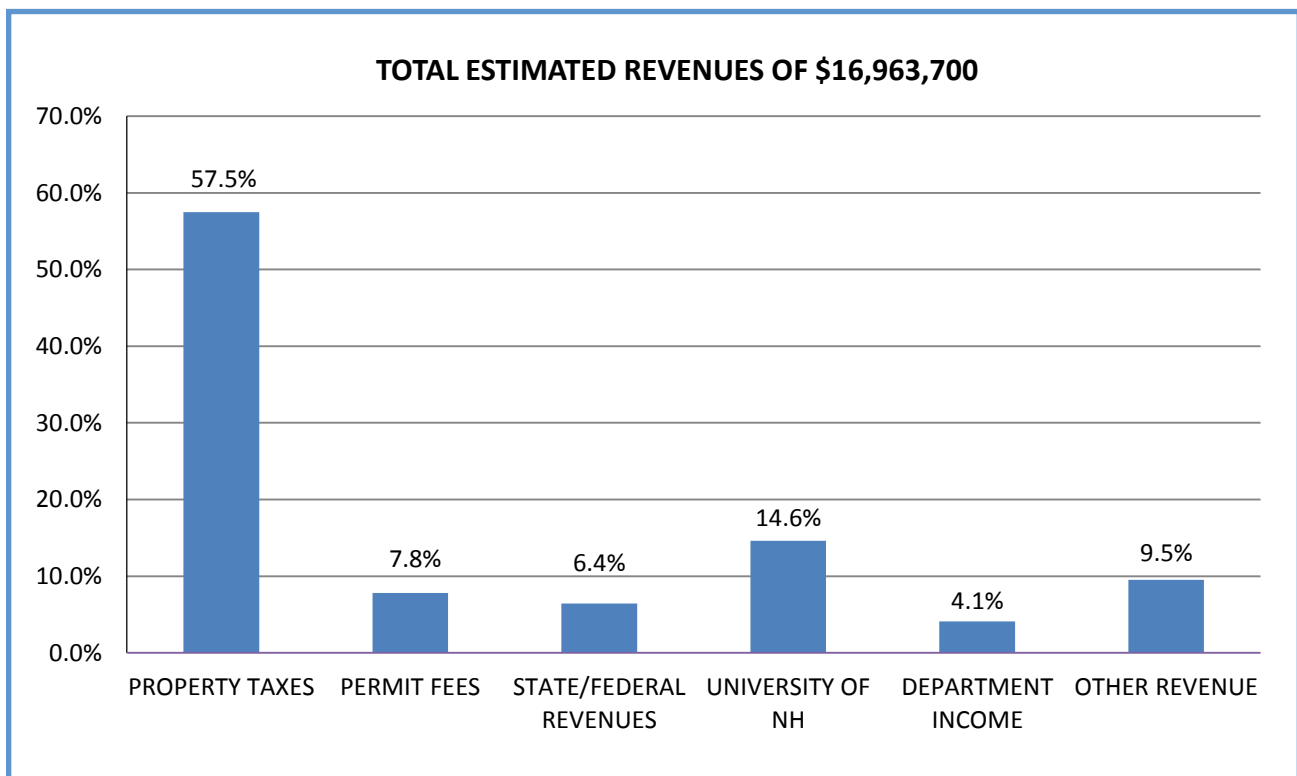
### Durham's Senate Representative – District 21

Senator  
Rebecca Perkins Kwoka  
*Senate Office:*  
Legislative Office Bldg.  
Room 103  
33 North State Street  
Concord, NH 03301  
Office: 603-271-2104  
[rebecca.perkinskwoka@leg.state.nh.us](mailto:rebecca.perkinskwoka@leg.state.nh.us)

## 2021 Approved General Fund Appropriations



## 2021 Estimated General Fund Revenues





## Approved Capital Improvements Program 2021-2030

<i>Business Department</i>	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030
Municipal Software Package		300,000								
Full Revaluation - Assessing			150,000							
<i>Fire Department</i>	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030
Thermal Imaging Camera	12,000		12,000		12,000		12,000			
Beech Hill Tower Installation	68,000									
Radio Simulcast Upgrades	720,000									
Fire Station Alerting System	50,000									
SCBA Decontamination Washer	34,000									
Fire Station Climate Control System	150,000									
Breathing Apparatus Filling Station	60,000									
Turnout Gear Replacement		90,000								
Water Rescue Craft Replacement		37,000								
Records Management System		50,000								
Asst. Chief Vehicle Replacement			75,000							
Replace and Update Microwave Link			180,000							
Rescue 1 Replacement			500,000							
Tanker Refurbishment				150,000						
Utility Truck Replacement					55,000					
Forestry Unit Replacement					80,600					
Engine 1 Refurbishment					250,000					
Chief Vehicle Replacement						75,000				
SCBA Replacements						220,000				
Airbags for Vehicle Extrication						10,000				
Portable Radio Replacements						45,000	45,000	45,000		
New Fire Station							20,000,000			
Fire Prevention Vehicle Replacement							35,000			
Defibrillator Replacement									75,000	
Tower Ladder Replacement									1,240,000	
Engine 2 Refurbishment									250,000	
Automated CPR Device									16,000	
Extrication Tools Replacement										30,000
Automated External Defibrillators (AEDs)										20,000
<i>Information Technology</i>	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030
IT Equipment Replacement	22,500	16,500	27,000	17,000	29,500	17,500	20,000	20,000	20,000	20,000
GIS Program	100,000	100,000	30,000	30,000	30,000	30,000	30,000	40,000	40,000	40,000

## Approved Capital Improvements Program 2021-2030 (Page 2)

<i>Police Department</i>	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030
Vehicle Replacement (Purchase 2/Yr)	118,000	118,000	120,000	120,000	120,000	120,000	120,000	120,000	120,000	120,000
Beech Hill Tower Installation	68,000									
Radio Simulcast Upgrades	665,000									
Mobile Speed Trailer			12,000							
<i>Public Works- Buildings &amp; Grounds Division</i>	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030
Seasonal Decorative Lighting	2,500	2,500	2,500	2,500						
Purchase of Solar Panels (Town Facilities)	90,000									
Wagon Hill Farmhouse Design and Enhancements	43,000	437,500								
Courthouse/Old Town Hall Design and Enhancements	37,000	367,000								
Purchase of Solar Panels (Gravel Pit)		850,000								
Pickup Truck Replacement (3/4 Ton)		34,500								
Dump Truck Replacement (One Ton)			44,500			44,400				
Pickup Truck Replacement (1/2 Ton)						25,000				
<i>Public Works - Operations Division</i>	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030
Road Resurfacing Program	435,000	435,000	435,000	435,000	435,000	435,000	435,000	435,000	435,000	435,000
Crack Seal Program	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000
Sidewalk Improvement Program	36,000									
Culvert and Outfalls Program	80,000	85,000								
Drainage Program	30,000	30,000	20,000							
Oyster River Dam (Mill Pond)	275,000	1,400,000	3,240,000							
Madbury Roadway, Sidewalk, Drainage Design & Construction	640,000		2,485,000							
Chipper Replacement	73,000									
Hot Box Pavement Patch System	40,000									
Mill Road Culvert Over Oyster River	80,000	450,000								
Dump Truck Replacement (3-5 Ton)		179,700	179,700		185,900	193,200	200,100	206,100	212,100	
Roadway Sweeper Replacement		143,000								
Front End Loader Replacement		205,000								
Mobile Air Compressor Replacement		17,500								
Longmarsh Road Bridge Replacement			1,300,000							
Pickup Truck Replacement (3/4 Ton)			42,500							
Aerial Bucket Truck Replacement			130,000							
Sidewalk Plow Tractor Replacement			170,000				180,000			
Engineering Jeep Replacement						21,000				
Dame Road Paving						455,000				
Pickup Truck Replacement (Dodge Ram)							42,500			
Rubber Tired Excavator Replacement										310,000

## Approved Capital Improvements Program 2021-2030 (Page 3)

<i>Public Works - Sanitation Division</i>	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030
Backhoe Replacement (cost split with Water & WW)	58,000									
Skid Steer Replacement			42,000							
Refuse/Recycling Collection Vehicle Replacement				255,000	261,000			261,000		
<b>GENERAL FUND TOTALS</b>	<b>4,012,000</b>	<b>5,373,200</b>	<b>9,222,200</b>	<b>1,034,500</b>	<b>1,484,000</b>	<b>1,716,100</b>	<b>21,144,600</b>	<b>1,152,100</b>	<b>2,433,100</b>	<b>1,000,000</b>
<i>WATER FUND</i>	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030
Backhoe Replacement (Cost split with Sanitation & WW)	28,500									
Lee Well Improvements	35,000									
Town Water System Improvements	25,000									
Town/UNH Shared Water System Improvements	35,000	70,000	70,000	70,000	70,000	70,000	70,000	70,000	70,000	70,000
Madbury Road Water Line Replacement	500,000		2,205,000							
Utility Truck Replacement (One Ton)		65,000								
Wiswall Dam Spillway				650,000						
<b>WATER FUND TOTALS</b>	<b>623,500</b>	<b>135,000</b>	<b>2,275,000</b>	<b>720,000</b>	<b>70,000</b>	<b>70,000</b>	<b>70,000</b>	<b>70,000</b>	<b>70,000</b>	<b>70,000</b>
<i>WASTEWATER FUND</i>	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030
Wastewater Facilities Plan	425,000	425,000	425,000	425,000	425,000	425,000	425,000	425,000	425,000	425,000
WWTP Major Components Contingency	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000
Collection System Repair/Upgrade (Town/UNH)	30,000	30,000	30,000	30,000	30,000	30,000	30,000	30,000	30,000	30,000
Collection System Repair/Upgrade (Town Only)	65,000	65,000	65,000	65,000	65,000	65,000	65,000	65,000	65,000	65,000
Backhoe Replacement (Cost split with Sanitation & Water)	28,500									
Commercial Lawnmower Replacement		17,500								
Sewer Jet/Vac Truck Replacement			340,000							
WWTP Phase III				2,850,000						
Pickup Truck Replacement (One Ton)									41,000	42,000
<b>WASTEWATER FUND TOTALS</b>	<b>598,500</b>	<b>587,500</b>	<b>910,000</b>	<b>3,420,000</b>	<b>570,000</b>	<b>570,000</b>	<b>570,000</b>	<b>570,000</b>	<b>611,000</b>	<b>612,000</b>
<i>PARKING FUND</i>	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030
Replace VenTex Parking Kiosks			104,000	104,000	104,000					
<b>PARKING FUND TOTALS</b>	<b>0</b>	<b>0</b>	<b>104,000</b>	<b>104,000</b>	<b>104,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<i>CHURCHILL RINK FUND</i>	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030
Renovations/Upgrades	63,200									
Zamboni Replacement		40,000								
Warming Arena/Lobby/Recreation Space			200,000							
<b>CHURCHILL RINK FUND TOTALS</b>	<b>63,200</b>	<b>40,000</b>	<b>200,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<i>TAX INCREMENT FINANCING DISTRICT</i>	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030
Purchase of 66 Main Street	2,200,000									
Purchase of Parking Lot (Sammy's Lot)										1,500,000
<b>TIF DISTRICT TOTALS</b>	<b>2,200,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1,500,000</b>
<b>TOTAL CIP PROPOSALS</b>	<b>7,497,200</b>	<b>6,135,700</b>	<b>12,711,200</b>	<b>5,278,500</b>	<b>2,228,000</b>	<b>2,356,100</b>	<b>21,784,600</b>	<b>1,792,100</b>	<b>3,114,100</b>	<b>3,182,000</b>

## FY 2020 Budget/Estimated–Unaudited *January 1–December 31, 2020*

### General Fund

REVENUES (less property taxes)	FY2020 Estimated Revenue	Revenues Ending 12/31/20	Revenues Under (Over) 2020	Percent Collected as of 12/31/20
Property Taxes	\$9,571,835	\$9,313,263	\$258,572	97.3%
Payment in Lieu of Taxes	\$436,000	\$444,606	(\$8,606)	0.0%
Abatements	(\$125,000)	(\$92,660)	(\$32,340)	74.1%
Veteran Service Credits	(\$125,000)	(\$119,500)	(\$5,500)	0.0%
Interest and Penalties on Delinquent Taxes	\$50,000	\$40,841	\$9,159	81.7%
Permit Fees	\$1,451,820	\$1,572,209	(\$120,389)	108.3%
State/Federal Revenues	\$1,211,855	\$1,699,899	(\$488,044)	140.3%
Intergovernmental Revenues (ORCSD-SRO)	\$78,725	\$78,725	\$0	100.0%
UNH - Shared Services, Fire & Debt Service	\$2,467,975	\$2,411,538	\$56,437	97.7%
Departmental Income	\$369,950	\$315,704	\$54,246	85.3%
Fire and Police Special Details	\$265,000	\$258,062	\$6,938	97.4%
Miscellaneous Revenue	\$453,500	\$489,855	(\$36,355)	108.0%
Transfers In	\$615,000	\$348,300	\$266,700	56.6%
Fund Balance	\$93,000	\$93,000	\$0	0.0%
<b>Total General Fund</b>	<b>\$16,814,660</b>	<b>\$16,853,842</b>	<b>(\$39,182)</b>	<b>100.2%</b>

EXPENDITURES	FY2020 Council Budget	Expended Through 12/31/20	Expenditures Under (Over) 2020	Percent Expended as of 12/31/20
<b>GENERAL GOVERNMENT</b>				
Town Council	\$140,000	\$37,883	\$102,117	27.1%
Town Treasurer	\$6,000	\$5,978	\$22	99.6%
Town Administrator	\$401,050	\$397,443	\$3,607	99.1%
Elections	\$20,800	\$22,832	(\$2,032)	109.8%
Tax Collector/Town Clerk	\$280,000	\$290,550	(\$10,550)	103.8%
Accounting	\$343,200	\$346,085	(\$2,885)	100.8%
Assessing	\$215,000	\$211,530	\$159,240	98.4%
Legal - Attorney Fees	\$85,000	\$53,246	\$31,754	62.6%
Legal - Eversource Settlement (Great Bay Study)	\$175,000	\$175,000	\$0	100.0%
Planning	\$187,000	\$172,158	\$14,842	92.1%
Economic Development	\$64,700	\$55,093	\$9,607	85.2%
Boards/Commissions/Committees	\$66,400	\$74,873	(\$8,473)	112.8%
DCAT	\$104,450	\$100,646	\$3,804	96.4%
GIS	\$51,400	\$300	\$51,100	0.6%
MIS	\$291,960	\$294,407	(\$2,447)	100.8%
Building Inspection	\$261,800	\$209,696	\$52,104	80.1%
Other General Government	\$312,000	\$301,168	\$10,832	96.5%
Emergency Management (COVID-19)	\$1,000	\$265,543	(\$264,543)	26554.3%
<b>General Government Total</b>	<b>\$3,006,760</b>	<b>\$3,014,431</b>	<b>\$148,099</b>	<b>100.3%</b>



## FY 2020 Budget/Estimated–Unaudited *January 1–December 31, 2020 (page 2)*

EXPENDITURES	FY2020 Council Budget	Expended Through 12/31/20	Expenditures Under (Over) 2020	Percent Expended as of 12/31/20
<b>PUBLIC SAFETY</b>				
Police Department	\$3,092,900	\$2,869,798	\$223,102	92.8%
Police Department Special Details	\$164,900	\$154,076	\$10,824	93.4%
Fire Department	\$4,271,900	\$4,112,862	\$159,038	96.3%
Fire Department Special Details	\$48,700	\$18,877	\$29,823	38.8%
Communication Center	\$19,000	\$18,700	\$300	98.4%
Ambulance Services	\$31,300	\$31,305	(\$5)	100.0%
<b>Public Safety Total</b>	<b>\$7,628,700</b>	<b>\$7,205,618</b>	<b>\$423,082</b>	<b>94.5%</b>
<b>PUBLIC WORKS</b>				
Administration	\$367,400	\$392,091	(\$24,691)	106.7%
Engineer	\$91,700	\$93,397	(\$1,697)	101.9%
Stormwater Permitting	\$3,500	\$3,500	\$0	100.0%
Town Buildings	\$284,000	\$274,065	\$9,935	96.5%
Town Cemeteries & Trusted Graveyards	\$15,850	\$9,547	\$6,303	60.2%
Wagon Hill & Parks & Grounds Maintenance	\$161,600	\$138,549	\$23,051	85.7%
Equipment Maintenance	\$218,800	\$218,897	(\$97)	100.0%
Roadway Maintenance	\$182,600	\$136,736	\$45,864	74.9%
Drainage & Vegetation	\$118,300	\$121,787	(\$3,487)	102.9%
Snow Removal	\$289,900	\$188,160	\$101,740	64.9%
Traffic Control	\$132,300	\$118,932	\$13,368	89.9%
Bridges & Dams	\$205,500	\$194,342	\$11,158	94.6%
<b>Public Works Total</b>	<b>\$2,071,450</b>	<b>\$1,890,003</b>	<b>\$181,447</b>	<b>91.2%</b>
<b>SANITATION</b>				
Solid Waste Administration	\$171,600	\$172,448	(\$848)	100.5%
Rolloff Vehicle Operation	\$57,500	\$57,985	(\$485)	100.8%
Curbside Collection	\$194,400	\$197,008	(\$2,608)	101.3%
Litter Removal	\$23,100	\$19,355	\$3,745	83.8%
Recycling	\$157,800	\$154,437	\$3,363	97.9%
Solid Waste Management Facility (SWMF)	\$106,900	\$122,292	(\$15,392)	114.4%
<b>Sanitation Total</b>	<b>\$711,300</b>	<b>\$723,525</b>	<b>(\$12,225)</b>	<b>101.7%</b>
<b>HEALTH &amp; WELFARE</b>				
Health Inspector	\$400	\$0	\$400	0.0%
Social Service Agencies	\$17,050	\$17,050	\$0	100.0%
Direct Assistance (Welfare)	\$20,000	\$17,298	\$2,702	86.5%
<b>Health &amp; Welfare Total</b>	<b>\$37,450</b>	<b>\$34,348</b>	<b>\$3,102</b>	<b>91.7%</b>
<b>CULTURE &amp; RECREATION</b>				
Parks & Recreation Department	\$249,200	\$212,465	\$36,735	85.3%
UNH Outdoor Pool	\$6,000	\$0	\$6,000	0.0%
Oyster River Youth Association	\$14,000	\$14,000	\$0	100.0%
Parks & Recreation Committee	\$1,500	\$0	\$1,500	0.0%
Memorial Day	\$500	\$60	\$440	12.0%
Conservation	\$45,600	\$47,811	(\$2,211)	104.8%
<b>Culture &amp; Recreation Total</b>	<b>\$316,800</b>	<b>\$274,336</b>	<b>\$42,464</b>	<b>86.6%</b>

## FY 2020 Budget/Estimated–Unaudited *January 1–December 31, 2020 (page 3)*

EXPENDITURES	FY2020 Council Budget	Expended Through 12/31/20	Expenditures Under (Over) 2020	Percent Expended as of 12/31/20
<b>TRANSFERS OUT</b>				
Transfer to Library	\$514,300	\$514,300	\$0	100.0%
Transfer to Capital Project Fund	\$662,300	\$662,300	\$0	100.0%
Transfer to Fire Capital Reserve Fund	\$70,000	\$155,438	(\$85,438)	222.1%
Transfers Out Total	\$1,246,600	\$1,332,038	(\$85,438)	106.9%
<b>TOTAL GENERAL FUND - UNAUDITED</b>	<b>\$16,814,060</b>	<b>\$16,268,699</b>	<b>\$701,131</b>	<b>96.8%</b>
<b>OTHER FUNDS SUMMARY - UNAUDITED</b>				
<b>Water Fund</b>	<b>FY2020 Estimated</b>	<b>Ending 12/31/20</b>	<b>Under (Over) 2020</b>	<b>Percent as of 12/31/20</b>
Revenues	\$1,132,000	\$1,059,943	\$72,057	93.6%
Expenses	\$1,132,000	\$1,012,386	\$119,614	89.4%
<b>Sewer Fund</b>	<b>FY2020 Estimated</b>	<b>Ending 12/31/20</b>	<b>Under (Over) 2020</b>	<b>Percent as of 12/31/20</b>
Revenues	\$2,754,700	\$2,749,112	\$5,588	99.8%
Expenses	\$2,754,700	\$2,480,307	\$274,393	90.0%
<b>Parking Fund</b>	<b>FY2020 Estimated</b>	<b>Ending 12/31/20</b>	<b>Under (Over) 2020</b>	<b>Percent as of 12/31/20</b>
Revenues	\$485,100	\$240,461	\$244,639	49.6%
Expenses	\$485,100	\$241,710	\$243,390	49.8%
<b>Depot Road Fund</b>	<b>FY2020 Estimated</b>	<b>Ending 12/31/20</b>	<b>Under (Over) 2020</b>	<b>Percent as of 12/31/20</b>
Revenues	\$138,000	\$109,510	\$28,490	79.4%
Expenses	\$138,000	\$21,614	\$116,386	15.7%
<b>Churchill Rink Fund</b>	<b>FY2020 Estimated</b>	<b>Ending 12/31/20</b>	<b>Under (Over) 2020</b>	<b>Percent as of 12/31/20</b>
Revenues	\$338,520	\$194,633	\$143,887	57.5%
Expenses	\$338,520	\$239,624	\$98,896	70.8%
<b>Library Fund</b>	<b>FY2020 Estimated</b>	<b>Ending 12/31/20</b>	<b>Under (Over) 2020</b>	<b>Percent as of 12/31/20</b>
Revenues	\$533,550	\$521,565	\$11,985	97.8%
Expenses	\$533,550	\$516,810	\$16,740	96.9%

# Independent Auditor's Report



Nashua, New Hampshire  
Manchester, New Hampshire  
Andover, Massachusetts  
Greenfield, Massachusetts  
Ellsworth, Maine

## INDEPENDENT AUDITORS' REPORT

To the Town Council  
Town of Durham, New Hampshire

### Report on the Financial Statements

We have audited the accompanying financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of the Town of Durham, New Hampshire, as of and for the year ended December 31, 2019, and the related notes to the financial statements, which collectively comprise the Town of Durham, New Hampshire's basic financial statements as listed in the Table of Contents.

### Management's Responsibility for the Financial Statements

The Town of Durham, New Hampshire's management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

### Auditors' Responsibility

Our responsibility is to express opinions on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditors' judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the

## Independent Auditor's Report *(page 2)*



entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our (1) qualified audit opinion on the governmental activities; and (2) unmodified audit opinion on each major fund and the aggregate remaining fund information.

### **Basis for Qualified Opinion on Governmental Activities**

Management has not included any of the Town of Durham, New Hampshire's capital assets acquired in years prior to 2004, nor the accumulated depreciation and depreciation expense related to those assets in the governmental activities. Accounting principles generally accepted in the United States of America require that those assets be capitalized and depreciated, which would increase the assets, net position, and expenses of the governmental activities. The amount by which this departure would affect the assets, net position, and expenses of the governmental activities has not been determined.

### **Qualified Opinion on Governmental Activities**

In our opinion, except for the effects of the matter described in the Basis for Qualified Opinion paragraph on Governmental Activities, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities of the Town of Durham, New Hampshire, as of December 31, 2019, and the respective changes in financial position thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.

### **Opinion on Major Funds and Aggregate Remaining Fund Information**

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of each major fund, and the aggregate remaining fund information of the Town of Durham, New Hampshire, as of December 31, 2019, and the respective changes in financial position and the respective budgetary comparison for the general fund and sewer fund for the year then ended in accordance with accounting principles generally accepted in the United States of America.



## Independent Auditor's Report *(page 3)*



### **Other Matters**

#### *Required Supplementary Information*

Accounting principles generally accepted in the United States of America require that Management's Discussion and Analysis, and certain Pension and OPEB schedules be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with evidence sufficient to express an opinion or provide any assurance.

#### ***Other Information***

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the Town's basic financial statements. The accompanying supplementary information appearing on pages 57 through 60 is presented for purposes of additional analysis and is not a required part of the basic financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the financial statements. The information has been subjected to the auditing procedures applied in the audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the information is fairly stated in all material respects in relation to the financial statements as a whole.



Manchester, New Hampshire  
August 4, 2020

### MANAGEMENT'S DISCUSSION AND ANALYSIS

As management of the Town of Durham, New Hampshire, we offer readers this narrative overview and analysis of the financial activities of the Town of Durham, New Hampshire for the year ended December 31, 2019.

#### A. OVERVIEW OF THE FINANCIAL STATEMENTS

This discussion and analysis is intended to serve as an introduction to the basic financial statements. The basic financial statements comprise three components: (1) government-wide financial statements, (2) fund financial statements, and (3) notes to financial statements. This report also contains other supplementary information in addition to the basic financial statements themselves.

**Government-wide financial statements.** The government-wide financial statements are designed to provide readers with a broad overview of our finances in a manner similar to a private-sector business.

The Statement of Net Position presents information on all assets, liabilities, and deferred outflows/inflows of resources with the difference reported as net position. Over time, increases or decreases in net position may serve as a useful indicator of whether the financial position is improving or deteriorating.

The Statement of Activities presents information showing how the Town's net position changed during the most recent year. All changes in net position are reported as soon as the underlying event giving rise to the change occurs, regardless of the timing of related cash flows. Thus, revenues and expenses are reported in this statement for some items that will only result in cash flows in future periods (e.g., uncollected taxes and earned but unused vacation leave).

The government-wide financial statements distinguish functions that are principally supported by taxes and intergovernmental revenues (governmental activities) from other functions that are intended to recover all or a significant portion of their costs through user fees and charges. The governmental activities include general government, public safety, highways and streets, sanitation, water distribution and treatment, health, welfare, culture and recreation, and conservation.

**Fund financial statements.** A fund is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. Fund accounting is used to ensure and demonstrate compliance with finance-related legal requirements. All of the funds can be divided into two categories: governmental funds and fiduciary funds.

## Independent Auditor's Report *(page 5)*

**Governmental funds.** Governmental funds are used to account for essentially the same functions reported as governmental activities in the government-wide financial statements. However, unlike the government-wide financial statements, governmental fund financial statements focus on near-term inflows and outflows of spendable resources, as well as on balances of spendable resources available at the end of the year. Such information may be useful in evaluating a government's near-term financing requirements.

Because the focus of governmental funds is narrower than that of the government-wide financial statements, it is useful to compare the information presented for governmental funds with similar information presented for governmental activities in the government-wide financial statements. By doing so, readers may better understand the long-term impact of the government's near-term financing decisions. Both the governmental fund balance sheet and the governmental fund statement of revenues, expenditures, and changes in fund balances provide a reconciliation to facilitate this comparison between governmental funds and governmental activities.

An annual appropriated budget is adopted for the general fund. A budgetary comparison statement has been provided for the general fund to demonstrate compliance with this budget.

**Fiduciary funds.** Fiduciary funds are used to account for resources held for the benefit of parties outside the government. Fiduciary funds are not reflected in the government-wide financial statements because the resources of those funds are not available to support the Town's own programs. The accounting used for fiduciary funds is much like that used for proprietary funds.

**Notes to financial statements.** The notes provide additional information that is essential to a full understanding of the data provided in the government-wide and fund financial statements.

**Other information.** In addition to the basic financial statements and accompanying notes, this report also presents certain required supplementary information which is required to be disclosed by accounting principles generally accepted in the United States of America.

### B. FINANCIAL HIGHLIGHTS

- As of the close of the current year, the total of assets and deferred outflows exceeded liabilities and deferred inflows by \$13,574,180 (i.e., net position), a change of \$1,774,134 in comparison to the prior year.
- As of the close of the current year, governmental funds reported combined ending fund balances of \$9,298,127, a change of \$1,266,324 in comparison to the prior year.

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- At the end of the current year, unassigned fund balance for the general fund was \$3,715,628, a change of \$374,519 in comparison to the prior year.

### C. GOVERNMENT-WIDE FINANCIAL ANALYSIS

The following is a summary of condensed government-wide financial data for the current and prior years.

#### NET POSITION

	Governmental Activities	
	<u>2019</u>	<u>2018</u>
Current and other assets	\$ 20,959,118	\$ 18,519,816
Capital assets	<u>42,109,484</u>	<u>42,165,775</u>
Total assets	63,068,602	60,685,591
Deferred outflows of resources	1,688,758	2,250,370
Current liabilities	13,958,127	13,036,138
Noncurrent liabilities	<u>36,188,434</u>	<u>36,933,416</u>
Total liabilities	50,146,561	49,969,554
Deferred inflows of resources	1,036,619	1,166,361
Net investment in capital assets	21,685,585	20,567,601
Restricted	4,072,686	3,812,800
Unrestricted	<u>(12,184,091)</u>	<u>(12,580,355)</u>
Total net position	<u>\$ 13,574,180</u>	<u>\$ 11,800,046</u>

As noted earlier, net position may serve over time as a useful indicator of a government's financial position. At the close of the most recent year, total net position was \$13,574,180, a change of \$1,774,134 in comparison to the prior year.

The largest portion of net position \$21,685,585 reflects our investment in capital assets (e.g., land, buildings, machinery, equipment, and infrastructure), less any related debt used to acquire those assets that is still outstanding. These capital assets are used to provide services to citizens; consequently, these assets are not available for future spending. Although the investment in capital assets is reported net of related debt, it should be noted that the resources needed to repay this debt must be provided from other sources, since the capital assets themselves cannot be used to liquidate these liabilities.

An additional portion of net position \$4,072,686, represents resources that are subject to external restrictions on how they may be used. The remaining balance of unrestricted net



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position is a deficit of \$(12,184,091) primarily resulting from the Town's unfunded pension and OPEB liabilities.

### CHANGES IN NET POSITION

	Governmental Activities	
	<u>2019</u>	<u>2018</u>
Revenues:		
Program revenues:		
Charges for services	\$ 4,979,266	\$ 4,554,160
Capital grants and contributions	108,080	185,506
General revenues:		
Property taxes	9,113,312	8,517,751
Motor vehicle permit fees	1,194,466	1,176,627
Penalties and interest on taxes	351,845	161,019
Grants and contributions not restricted to specific programs	4,839,461	4,385,411
Investment income	229,480	105,458
Other	990,308	543,691
Total revenues	<u>21,806,218</u>	<u>19,629,623</u>
Expenses:		
General government	2,829,460	2,823,222
Public safety	9,384,034	8,428,923
Highways and streets	2,291,295	2,613,562
Sanitation	2,626,027	2,787,240
Water distribution and treatment	736,556	643,427
Health and human services	17,120	16,300
Welfare	15,276	29,024
Culture and recreation	1,249,274	1,209,821
Conservation	99,797	98,177
Interest on long-term debt	783,245	783,089
Total expenses	<u>20,032,084</u>	<u>19,432,785</u>
Change in net position	1,774,134	196,838
Net position - beginning of year	<u>11,800,046</u>	<u>11,603,208</u>
Net position - end of year	<u>\$ 13,574,180</u>	<u>\$ 11,800,046</u>

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**Governmental activities.** Governmental activities for the year resulted in a change in net position of \$1,774,134. Key elements of this change are as follows:

General fund operations, as discussed further in Section D	\$ 445,472
Sewer fund results	325,263
Water fund results	99,001
Tif fund results	147,176
Other governmental funds results	249,412
Principal debt service in excess of depreciation expense	286,061
Change in long-term liabilities, net of deferred outflows and inflows	(2,024,930)
Capital assets acquired with current year revenues	2,016,916
Other	<u>229,763</u>
Total	<u>\$ 1,774,134</u>

### D. FINANCIAL ANALYSIS OF FUNDS

As noted earlier, fund accounting is used to ensure and demonstrate compliance with finance-related legal requirements.

**Governmental funds.** The focus of governmental funds is to provide information on near-term inflows, outflows, and balances of spendable resources. Such information is useful in assessing financing requirements. In particular, unassigned fund balance may serve as a useful measure of a government's net resources available for spending at the end of the year.

As of the end of the current year, governmental funds reported combined ending fund balances of \$9,298,127, a change of \$1,266,324 in comparison to the prior year. Key elements of this change are as follows:

General fund operating results	\$ 445,472
Capital project fund activities	85,907
Sewer fund results	325,263
Nonmajor funds operating results	<u>409,682</u>
Total	<u>\$ 1,266,324</u>

The general fund is the chief operating fund. At the end of the current year, unassigned fund balance of the general fund was \$3,715,628, while total fund balance was \$5,647,994. As a measure of the general fund's liquidity, it may be useful to compare both unassigned fund

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balance and total fund balance to total general fund expenditures. Refer to the following table.

<u>General Fund</u>	<u>12/31/19</u>	<u>12/31/18</u>	<u>Change</u>	% of Total General Fund Expenditures
Unassigned fund balance	\$ 3,715,628	\$ 3,341,109	\$ 374,519	23.6%
Total fund balance	\$ 5,647,994	\$ 5,202,522	\$ 445,472	35.9%

The total fund balance of the general fund changed by \$445,472 during the current year. Key factors in this change are as follows:

Use of fund balance as a funding source	\$ (25,000)
Revenues in excess of budget	27,240
Expenditures less than budget	219,085
Current year encumbrances greater than prior year	85,210
Change in capital reserves	111,476
Change in library activities	27,461
Total	<u>\$ 445,472</u>

Included in the total general fund balance are the Town's capital reserve accounts with the following balances:

	<u>12/31/19</u>	<u>12/31/18</u>	<u>Change</u>
Capital reserves	\$ <u>1,166,609</u>	\$ <u>1,055,133</u>	\$ <u>111,476</u>
Total	\$ <u>1,166,609</u>	\$ <u>1,055,133</u>	\$ <u>111,476</u>

### E. GENERAL FUND BUDGETARY HIGHLIGHTS

There was no difference between the original budget and the final amended budget.

### F. CAPITAL ASSET AND DEBT ADMINISTRATION

**Capital assets.** Total investment in capital assets for governmental activities at year-end amounted to \$42,109,484 (net of accumulated depreciation). This investment in capital assets includes land, buildings and system, improvements, and machinery and equipment.

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Major capital asset events during the current year included the following:

New Additions:

Orchard Drive Conservation	\$	150,000
Police Cruisers, two	\$	90,000
Defibrillator	\$	59,750

New Additions to Construction in Progress:

2019 Road Program	\$	366,199
Littlehale Pond Culvert	\$	349,012
2019 Road Program - UNH	\$	222,427
Sewer Force Main Replacement	\$	213,965
WWTP Grit Upgrades	\$	122,400

Reclassification of Construction in Progress:

Police Department Building	\$	1,966,162
2017 Road Program	\$	705,708
Custom Pumper	\$	562,655
Crommets Creek Bridge	\$	410,221
WW Generator	\$	309,839

Additional information on capital assets can be found in the Notes to the Financial Statements.

**Long-term debt.** At the end of the current year, total bonded debt outstanding was \$19,897,617, all of which was backed by the full faith and credit of the government.

Additional information on long-term debt can be found in the Notes to the Financial Statements.

### **REQUESTS FOR INFORMATION**

This financial report is designed to provide a general overview of the Town of Durham, New Hampshire's finances for all those with an interest in the government's finances. Questions concerning any of the information provided in this report or requests for additional financial information should be addressed to:

Office of Business Manager  
Town of Durham  
8 Newmarket Road  
Durham, NH 03824



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## TOWN OF DURHAM, NEW HAMPSHIRE

### GOVERNMENTAL FUNDS

#### BALANCE SHEET

DECEMBER 31, 2019

	General	Capital Projects	Sewer	Nonmajor Governmental Funds	Total Governmental Funds
<b>Assets</b>					
Cash and short-term investments	\$ 14,232,819	\$ -	\$ 1,474,820	\$ 1,389,583	\$ 17,097,222
Investments	1,386,215	-	742,250	569,779	2,698,244
Receivables:					
Property taxes	1,010,155	-	-	-	1,010,155
User fees	-	-	41,076	104,069	145,145
Departmental and other	108,215	-	-	-	108,215
Due from other governments	9,328	-	-	-	9,328
Due from other funds	252,629	-	36,125	56,043	344,797
Other assets	61,778	-	188	62,056	124,022
Total Assets	\$ 17,061,139	\$ -	\$ 2,294,459	\$ 2,181,530	\$ 21,537,128
<b>Liabilities</b>					
Accounts payable	\$ 599,674	\$ 251,479	\$ 143,436	\$ 19,910	\$ 1,014,499
Retainage payable	-	42,394	-	-	42,394
Accrued liabilities	217,827	-	12,541	8,679	239,047
Tax refunds payable	75,000	-	-	-	75,000
Taxes paid in advance	14,366	-	-	-	14,366
Due to other funds	92,168	232,410	-	20,219	344,797
Due to school district	8,886,685	-	-	-	8,886,685
Due to other governments	4,214	-	-	-	4,214
Other liabilities	788,156	-	-	1,056	789,212
Total Liabilities	10,678,090	526,283	155,977	49,864	11,410,214
<b>Deferred Inflows of Resources</b>					
Unavailable revenues	704,626	-	50,561	43,171	798,358
Other	30,429	-	-	-	30,429
<b>Fund Balances</b>					
Nonspendable	60,870	-	-	463,799	524,669
Restricted	475,839	844,683	1,287,921	1,413,900	4,022,343
Committed	689,783	-	800,000	184,610	1,674,393
Assigned	705,874	-	-	26,186	732,060
Unassigned	3,715,628	(1,370,966)	-	-	2,344,662
Total Fund Balances	5,647,994	(526,283)	2,087,921	2,088,495	9,298,127
Total Liabilities, Deferred Inflows of Resources and Fund Balances	\$ 17,061,139	\$ -	\$ 2,294,459	\$ 2,181,530	\$ 21,537,128

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## TOWN OF DURHAM, NEW HAMPSHIRE

### GOVERNMENTAL FUNDS

#### STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES

FOR THE YEAR ENDED DECEMBER 31, 2019

	<u>General</u>	<u>Capital Projects</u>	<u>Sewer</u>	<u>Nonmajor Governmental Funds</u>	<u>Total Governmental Funds</u>
<b>Revenues</b>					
Property taxes	\$ 8,666,926	\$ -	\$ -	\$ 207,706	\$ 8,874,632
Motor vehicle permit fees	1,194,466	-	-	-	1,194,466
Penalties, interest and other taxes	339,655	-	6,843	5,347	351,845
Charges for services	980,297	-	1,989,334	1,323,729	4,293,360
Intergovernmental	3,610,310	648,318	563,808	17,025	4,839,461
Licenses and permits	550,838	-	-	82,339	633,177
Investment income	167,485	-	18,380	40,365	226,230
Contributions	302,466	-	72,742	-	375,208
Miscellaneous	<u>583,050</u>	<u>4,590</u>	<u>6,785</u>	<u>27,792</u>	<u>622,217</u>
Total Revenues	16,395,493	652,908	2,657,892	1,704,303	21,410,596
<b>Expenditures</b>					
Current:					
General government	2,753,356	123,509	-	42,850	2,919,715
Public safety	7,947,455	155,451	-	-	8,102,906
Highways and streets	1,460,744	1,439,223	-	-	2,899,967
Sanitation	710,684	829,817	1,050,909	-	2,591,410
Water distribution and treatment	-	84,383	-	578,857	663,240
Health and human services	17,120	-	-	-	17,120
Welfare	15,276	-	-	-	15,276
Culture and recreation	915,052	2,952	-	176,224	1,094,228
Employee benefits	94,798	-	-	4,999	99,797
Debt service	<u>1,831,001</u>	<u>-</u>	<u>1,032,132</u>	<u>287,480</u>	<u>3,150,613</u>
Total Expenditures	<u>15,745,486</u>	<u>2,635,335</u>	<u>2,083,041</u>	<u>1,090,410</u>	<u>21,554,272</u>
Excess (deficiency) of revenues over expenditures	650,007	(1,982,427)	574,851	613,893	(143,676)
<b>Other Financing Sources (Uses)</b>					
Issuance of bonds	-	1,270,900	-	-	1,270,900
Bond premiums	-	139,100	-	-	139,100
Transfers in	530,191	779,285	35,441	21,000	1,365,917
Transfers out	<u>(734,726)</u>	<u>(120,951)</u>	<u>(285,029)</u>	<u>(225,211)</u>	<u>(1,365,917)</u>
Total Other Financing Sources (Uses)	<u>(204,535)</u>	<u>2,068,334</u>	<u>(249,588)</u>	<u>(204,211)</u>	<u>1,410,000</u>
Change in fund balance	445,472	85,907	325,263	409,682	1,266,324
Fund Balance, at Beginning of Year	<u>5,202,522</u>	<u>(612,190)</u>	<u>1,762,658</u>	<u>1,678,813</u>	<u>8,031,803</u>
Fund Balance, at End of Year	<u>\$ 5,647,994</u>	<u>\$ (526,283)</u>	<u>\$ 2,087,921</u>	<u>\$ 2,088,495</u>	<u>\$ 9,298,127</u>

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## TOWN OF DURHAM, NEW HAMPSHIRE

### GENERAL FUND

#### STATEMENT OF REVENUES AND OTHER SOURCES, AND EXPENDITURES AND OTHER USES - BUDGET AND ACTUAL

FOR THE YEAR ENDED DECEMBER 31, 2019

	Budgeted Amounts			Variance with Final Budget Positive (Negative)
	Original Budget	Final Budget	Actual Amounts	
<b>Revenues</b>				
Property taxes	\$ 8,801,259	\$ 8,801,259	\$ 8,666,926	\$ (134,333)
Penalties, interest and other taxes	336,434	336,434	339,655	3,221
Charges for services	477,627	477,627	574,099	96,472
Intergovernmental	3,605,993	3,605,993	3,610,310	4,317
Licenses and permits	1,720,301	1,720,301	1,711,630	(8,671)
Investment income	115,427	115,427	128,898	13,471
Contributions	769	769	969	200
Miscellaneous	489,782	489,782	461,975	(27,807)
<b>Total Revenues</b>	<b>15,547,592</b>	<b>15,547,592</b>	<b>15,494,462</b>	<b>(53,130)</b>
<b>Expenditures</b>				
General government	2,556,170	2,556,170	2,505,446	50,724
Public safety	7,819,255	7,819,255	7,701,148	118,107
Highways and streets	1,586,250	1,586,250	1,510,461	75,789
Sanitation	663,050	663,050	709,484	(46,434)
Health and human services	17,350	17,350	17,120	230
Welfare	22,000	22,000	15,276	6,724
Culture and recreation	420,880	420,880	409,248	11,632
Conservation	120,380	120,380	90,298	30,082
Debt service	1,853,640	1,853,640	1,831,001	22,639
<b>Total Expenditures</b>	<b>15,058,975</b>	<b>15,058,975</b>	<b>14,789,482</b>	<b>269,493</b>
Excess (deficiency) of revenues over expenditures	488,617	488,617	704,980	216,363
<b>Other Financing Sources (Uses)</b>				
Transfers in:				
From Water	65,000	65,000	65,000	-
From Sewer	199,000	199,000	199,000	-
From Parking	118,340	118,340	136,976	18,636
From Depot Road	89,418	89,418	95,055	5,637
From Capital Reserves	43,530	43,530	74,029	30,499
From other funds	33,430	33,430	59,028	25,598
Transfers out:				
To Library	(494,335)	(494,335)	(494,335)	-
To Capital Projects	(528,000)	(528,000)	(528,000)	-
To Capital Reserves	(40,000)	(40,000)	(90,408)	(50,408)
Use of fund balance to reduce taxes	25,000	25,000	25,000	-
<b>Total Other Financing Sources (Uses)</b>	<b>(488,617)</b>	<b>(488,617)</b>	<b>(458,655)</b>	<b>29,962</b>
Excess (deficiency) of revenues and other sources over expenditures, and other uses.	\$ -	\$ -	\$ 246,325	\$ 246,325

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## TOWN OF DURHAM, NEW HAMPSHIRE

### GENERAL FUND

#### COMBINING SCHEDULE - GENERAL FUND BALANCE SHEET

DECEMBER 31, 2019

	General	Capital Reserves	Library	Parking	Police Confidential	Eliminate Due To/From	Total General Fund
<b>Assets</b>							
Cash and short-term investments	\$ 13,969,698	\$ 34,266	\$ 214,321	\$ 13,337	\$ 1,197	\$ -	\$ 14,232,819
Investments	-	1,129,658	256,557	-	-	-	1,386,215
Receivables:							
Property taxes	1,010,155	-	-	-	-	-	1,010,155
Departmental and other	108,215	-	-	-	-	-	108,215
Due from other governments	9,328	-	-	-	-	-	9,328
Due from other funds	252,629	-	16,907	-	-	(16,907)	252,629
Other assets	60,870	-	908	-	-	-	61,778
Total Assets	<u>\$ 15,410,895</u>	<u>\$ 1,163,924</u>	<u>\$ 488,693</u>	<u>\$ 13,337</u>	<u>\$ 1,197</u>	<u>\$ (16,907)</u>	<u>\$ 17,061,139</u>
<b>Liabilities</b>							
Accounts payable	\$ 580,221	\$ 464	\$ 14,301	\$ 4,688	\$ -	\$ -	\$ 599,674
Accrued liabilities	206,928	-	9,055	1,844	-	-	217,827
Tax refunds payable	75,000	-	-	-	-	-	75,000
Taxes paid in advance	14,366	-	-	-	-	-	14,366
Due to other funds	112,224	(3,149)	-	-	-	(16,907)	92,168
Due to school district	8,886,685	-	-	-	-	-	8,886,685
Due to other governments	4,214	-	-	-	-	-	4,214
Other liabilities	788,156	-	-	-	-	-	788,156
Total Liabilities	10,667,794	(2,685)	23,356	6,532	-	(16,907)	10,678,090
<b>Deferred Inflows of Resources</b>							
Unavailable revenues	704,626	-	-	-	-	-	704,626
Other	30,429	-	-	-	-	-	30,429
<b>Fund Balances</b>							
Nonspendable	60,870	-	-	-	-	-	60,870
Restricted	2,500	-	465,337	6,805	1,197	-	475,839
Committed	-	689,783	-	-	-	-	689,783
Assigned	340,524	365,350	-	-	-	-	705,874
Unassigned	3,604,152	111,476	-	-	-	-	3,715,628
Total Fund Balances	<u>4,008,046</u>	<u>1,166,609</u>	<u>465,337</u>	<u>6,805</u>	<u>1,197</u>	<u>-</u>	<u>5,647,994</u>
Total Liabilities, Deferred Inflows of Resources and Fund Balances	<u>\$ 15,410,895</u>	<u>\$ 1,163,924</u>	<u>\$ 488,693</u>	<u>\$ 13,337</u>	<u>\$ 1,197</u>	<u>\$ (16,907)</u>	<u>\$ 17,061,139</u>



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## TOWN OF DURHAM, NEW HAMPSHIRE

### NONMAJOR GOVERNMENTAL FUNDS

#### COMBINING SCHEDULE - NONMAJOR GOVERNMENTAL FUNDS

DECEMBER 31, 2019

	<u>Water Department</u>	<u>Conservation Commission</u>	<u>Depot Road</u>	<u>Church Hill Rink</u>	<u>Downtown TIF</u>	<u>Permanent Fund</u>	<u>Total</u>
<b>Assets</b>							
Cash and short-term investments	\$ 250,394	\$ 137,906	\$ 246,632	\$ 234,474	\$ 505,471	\$ 14,706	\$ 1,389,583
Investments	124,927	-	-	-	-	444,852	569,779
Receivables:							
User fees	30,231	-	-	73,838	-	-	104,069
Due from other funds	56,043	-	-	-	-	-	56,043
Other assets	62,056	-	-	-	-	-	62,056
Total Assets	<u>\$ 523,651</u>	<u>\$ 137,906</u>	<u>\$ 246,632</u>	<u>\$ 308,312</u>	<u>\$ 505,471</u>	<u>\$ 459,558</u>	<u>\$ 2,181,530</u>
<b>Liabilities</b>							
Accounts payable	\$ 4,845	\$ -	\$ 42	\$ 15,023	\$ -	\$ -	\$ 19,910
Accrued liabilities	4,248	-	-	4,431	-	-	8,679
Due to other funds	-	20,219	-	-	-	-	20,219
Other liabilities	-	1,056	-	-	-	-	1,056
Total Liabilities	9,093	21,275	42	19,454	-	-	49,864
<b>Deferred Inflows of Resources</b>							
Unavailable revenues	31,966	-	-	11,205	-	-	43,171
<b>Fund Balances</b>							
Nonspendable	61,461	-	-	-	-	402,338	463,799
Restricted	211,221	116,631	246,590	276,767	505,471	57,220	1,413,900
Committed	184,610	-	-	-	-	-	184,610
Assigned	25,300	-	-	886	-	-	26,186
Total Fund Balances	<u>482,592</u>	<u>116,631</u>	<u>246,590</u>	<u>277,653</u>	<u>505,471</u>	<u>459,558</u>	<u>2,088,495</u>
Total Liabilities, Deferred Inflows of Resources and Fund Balances	<u>\$ 523,651</u>	<u>\$ 137,906</u>	<u>\$ 246,632</u>	<u>\$ 308,312</u>	<u>\$ 505,471</u>	<u>\$ 459,558</u>	<u>\$ 2,181,530</u>

# Independent Auditor's Report (page 16)

## TOWN OF DURHAM, NEW HAMPSHIRE

### GENERAL FUND

#### COMBINING SCHEDULE - GENERAL FUND REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES

FOR THE YEAR ENDED DECEMBER 31, 2019

	<u>General</u>	<u>Capital Reserves</u>	<u>Library</u>	<u>Parking</u>	<u>Police Confidential</u>	<u>Eliminate Txf In/Out</u>	<u>Total General Fund</u>
<b>Revenues</b>							
Property taxes	\$ 8,666,926	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 8,666,926
Motor vehicle permit fees	1,194,466	-	-	-	-	-	1,194,466
Penalties, interest and other taxes	339,655	-	-	-	-	-	339,655
Charges for services	574,099	-	-	406,198	-	-	980,297
Intergovernmental	3,610,310	-	-	-	-	-	3,610,310
Licenses and permits	517,164	-	-	33,674	-	-	550,838
Investment income	128,898	30,955	7,632	-	-	-	167,485
Contributions	969	264,098	37,399	-	-	-	302,466
Miscellaneous	461,975	120,975	-	100	-	-	583,050
Total Revenues	15,494,462	416,028	45,031	439,972	-	-	16,395,493
<b>Expenditures</b>							
Current:							
General government	2,517,043	236,313	-	-	-	-	2,753,356
Public safety	7,654,459	-	-	292,996	-	-	7,947,455
Highways and streets	1,460,744	-	-	-	-	-	1,460,744
Sanitation	710,684	-	-	-	-	-	710,684
Health and human services	17,120	-	-	-	-	-	17,120
Welfare	15,276	-	-	-	-	-	15,276
Culture and recreation	403,147	-	511,905	-	-	-	915,052
Conservation	94,798	-	-	-	-	-	94,798
Debt service	1,831,001	-	-	-	-	-	1,831,001
Total Expenditures	14,704,272	236,313	511,905	292,996	-	-	15,745,486
Excess (deficiency) of revenues over expenditures	790,190	179,715	(466,874)	146,976	-	-	650,007
<b>Other Financing Sources/Uses</b>							
Transfers in	629,088	65,540	494,335	-	-	(658,772)	530,191
Transfers out	(1,112,743)	(133,779)	-	(146,976)	-	658,772	(734,726)
Total Other Financing Sources (Uses)	(483,655)	(68,239)	494,335	(146,976)	-	-	(204,535)
Change in fund balance	306,535	111,476	27,461	-	-	-	445,472
Excess (deficiency) of revenues and other sources over expenditures and other uses							
Fund Balance, at Beginning of Year	3,701,511	1,055,133	437,876	6,805	1,197	-	5,202,522
Fund Balance, at End of Year	\$ 4,008,046	\$ 1,166,609	\$ 465,337	\$ 6,805	\$ 1,197	\$ -	\$ 5,647,994

# Independent Auditor's Report (page 17)

## TOWN OF DURHAM, NEW HAMPSHIRE

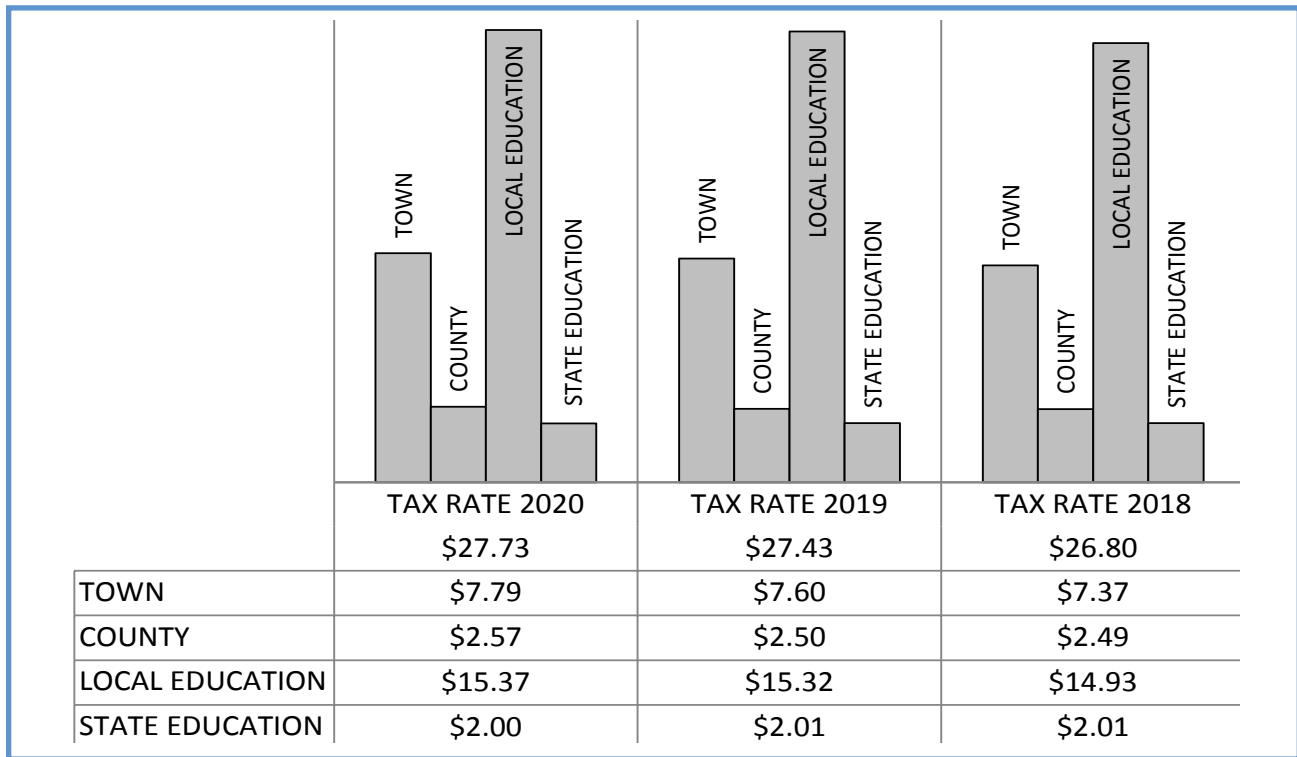
### NONMAJOR GOVERNMENTAL FUNDS

#### COMBINING SCHEDULE - NONMAJOR GOVERNMENTAL FUNDS REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES

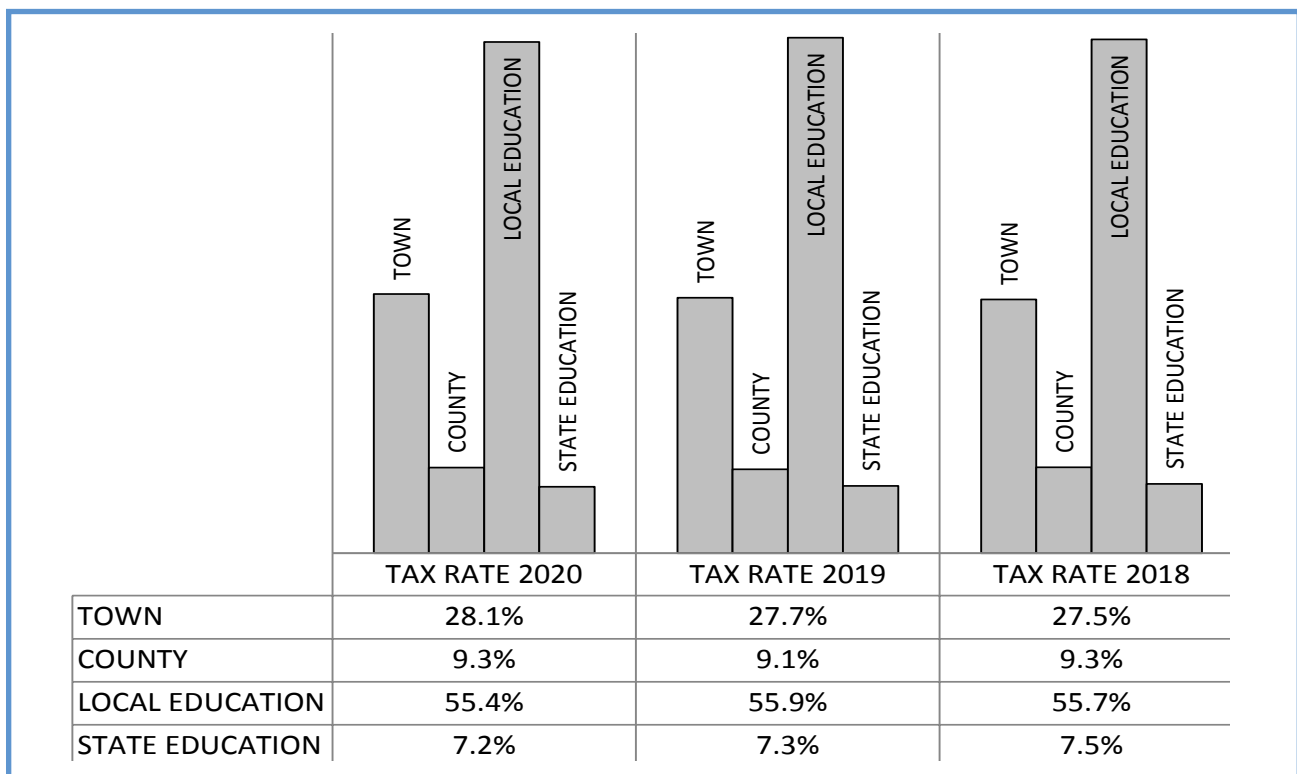
FOR THE YEAR ENDED DECEMBER 31, 2019

	Water Department	Conservation Commission	Depot Road	Church Hill Rink	Downtown TIF	PTF	Total Nonmajor
<b>Revenues</b>							
Property taxes	\$ -	\$ 60,530	\$ -	\$ -	\$ 147,176	\$ -	\$ 207,706
Penalties, interest and other taxes	5,238	109	-	-	-	-	5,347
Charges for services	1,007,952	-	60,630	255,147	-	-	1,323,729
Intergovernmental	17,025	-	-	-	-	-	17,025
Licenses and permits	-	-	82,339	-	-	-	82,339
Investment income	2,837	1,722	-	-	-	35,806	40,365
Contributions	-	-	-	-	-	-	-
Miscellaneous	26,223	400	-	1,169	-	-	27,792
Total Revenues	1,059,275	62,761	142,969	256,316	147,176	35,806	1,704,303
<b>Expenditures</b>							
Current:							
General government	-	-	42,401	-	-	449	42,850
Highways and streets	578,857	-	-	-	-	-	578,857
Culture and recreation	-	-	-	176,224	-	-	176,224
Conservation	-	4,999	-	-	-	-	4,999
Debt service	287,480	-	-	-	-	-	287,480
Total Expenditures	866,337	4,999	42,401	176,224	-	449	1,090,410
Excess (deficiency) of revenues over expenditures	192,938	57,762	100,568	80,092	147,176	35,357	613,893
<b>Other Financing Sources/Uses</b>							
Transfers in	21,000	-	-	-	-	-	21,000
Transfers out	(114,937)	(15,219)	(95,055)	-	-	-	(225,211)
Total Other Financing Sources/Uses	(93,937)	(15,219)	(95,055)	-	-	-	(204,211)
Change in fund balance	99,001	42,543	5,513	80,092	147,176	35,357	409,682
Fund Balance, at Beginning of Year	383,591	74,088	241,077	197,561	358,295	424,201	1,678,813
Fund Balance, at End of Year	\$ 482,592	\$ 116,631	\$ 246,590	\$ 277,653	\$ 505,471	\$ 459,558	\$ 2,088,495

## Property Tax Rate Comparisons 2018-2020

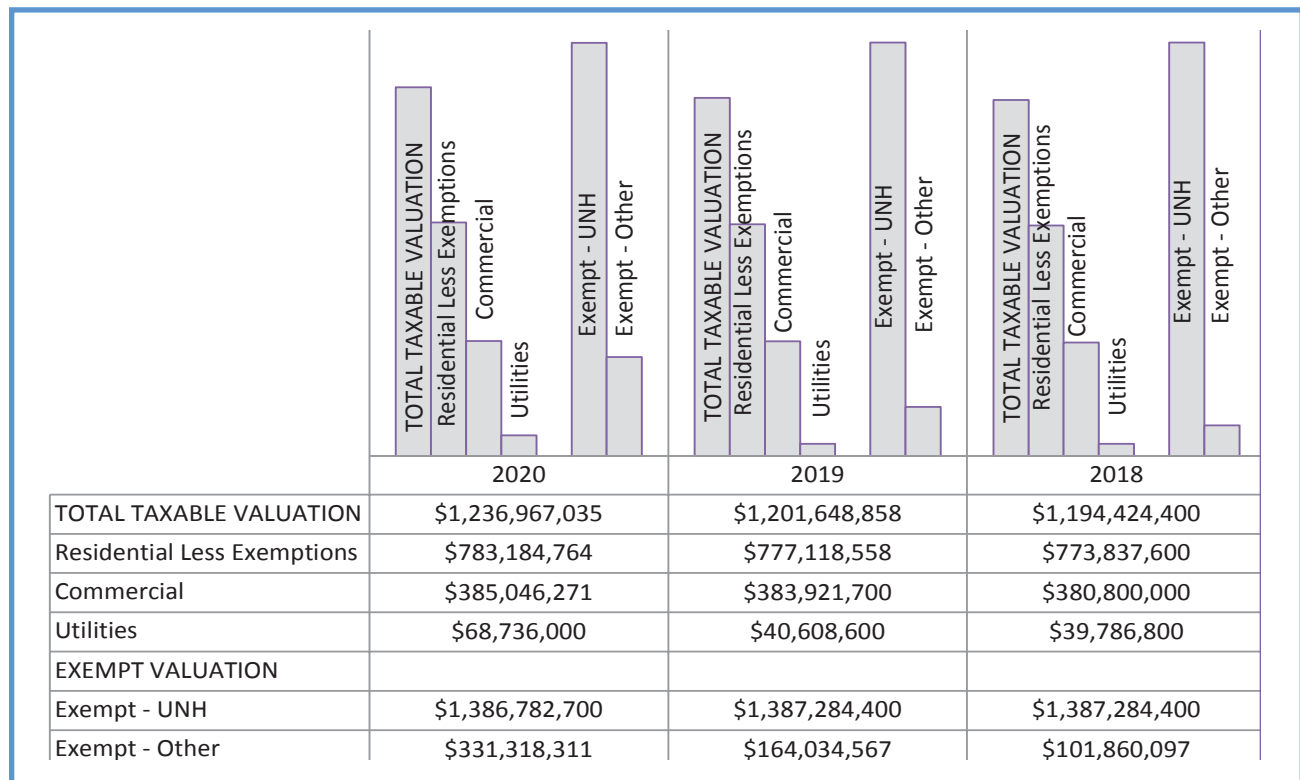


## Property Tax Rate Percentage Comparisons 2018-2020

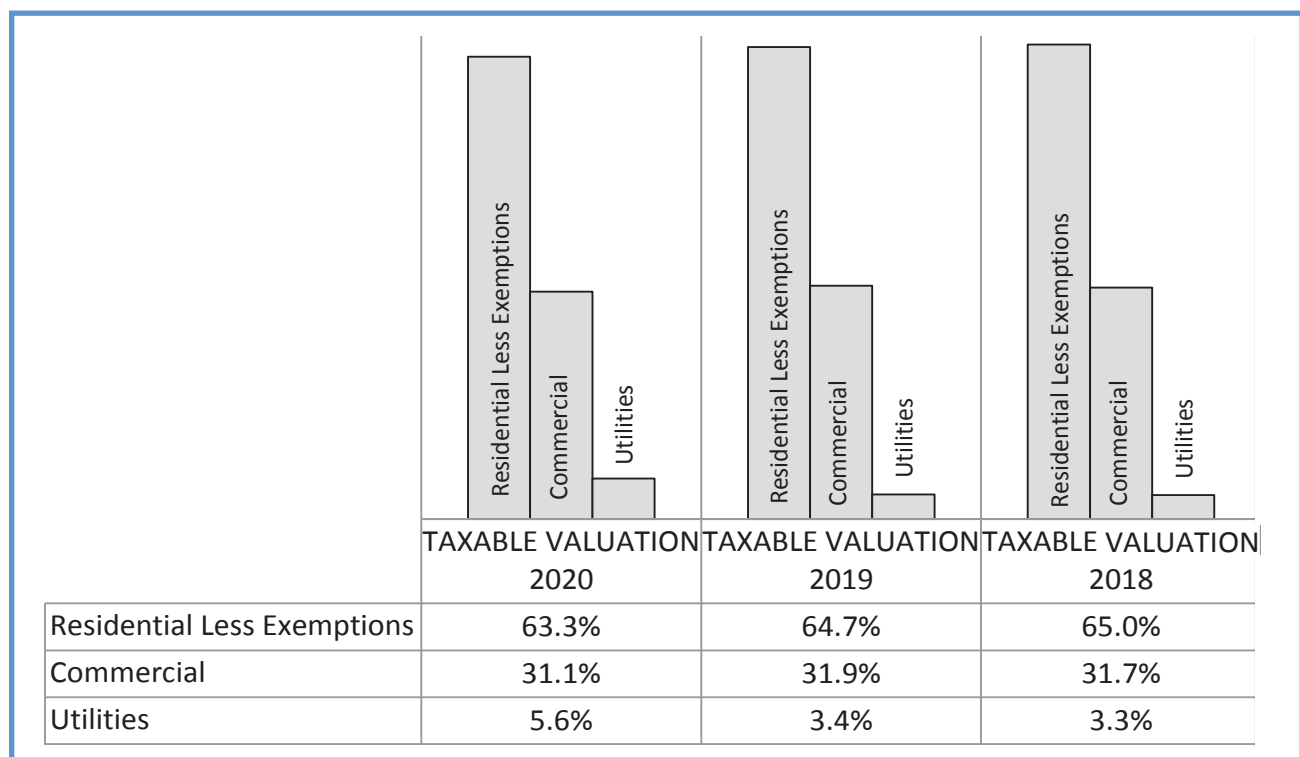




## Property Valuation Comparisons 2018-2020



## Taxable Property Valuation Percentages 2018-2020



# Report of Trust and Capital Reserve Funds *Unaudited*

Name of Trust Fund	Purpose	Beginning CASH Balances			Change in Funds			Ending CASH Balances		
		Principal	Income	Principal & Income	Principal	Income	Principal & Income	Principal	Income	Principal & Income
Durham Historic Buildings Restoration & Preservation Trust		0.00	0.00	0.00	500.00	0.00	500.00	500.00	0.00	500.00
Conservation Land Use Trust	Resolution 2017-22	11,775.90	333.50	12,109.40	(2,032.54)	247.27	9,749.36	9,749.36	580.77	10,324.13
Durham Town Land Stewardship Patron's Trust	bldg & maintain trails	14,663.95	15.80	14,679.75	144,471.90	276.87	159,135.85	159,135.85	292.67	159,428.52
Milne, Margery J. Trust Fund	Mill Pond Rd Wildlife Sanctuary Land Maintenance	17,615.38	295.87	17,911.25	(960.61)	(44.80)	16,654.77	16,654.77	251.07	16,905.84
Smith (Hamilton) Memorial Chapel Trust	Chapel Repairs & Grounds Maint	6,067.33	236.63	6,303.96	315.90	(223.43)	6,383.23	6,383.23	13.20	6,396.43
Technology Drive Trust Fund	Conservation Land Easement Maintenance	29,165.16	2,269.81	31,434.97	1,381.49	(58.60)	30,546.65	30,546.65	2,211.21	32,757.86
Milne, Margery and Lorus Memorial Trust Fund	Milne Memorial Silhouette Sculpture Construction & Maintenance	1,236.11	44.27	1,280.38	56.89	27.23	1,293.00	1,293.00	71.50	1,364.50
<b>Total town trust funds</b>		788,171.89	130,442.04	918,613.93	126,802.27	(33,195.00)	914,974.16	914,974.16	97,247.04	1,012,221.20
<b>45 Separate Cemetery Trusts</b>		37,111.40	8,803.05	45,914.45	3,207.03	997.11	40,318.43	40,318.43	9,800.16	50,118.59
<b>AGENCY FUNDS</b>										
High School Scholarship	School Exp	132,237.68	11,822.92	144,060.60	4,236.22	1,218.45	136,473.90	136,473.90	13,041.37	149,515.27
Facilities Development, Maintenance, and Replacen	ORCSD	18,412.02	1,826.71	20,238.73	877.26	481.81	19,289.28	19,289.28	2,308.52	21,597.80
ORCSD Special Education Fund	School Exp	422,445.74	76,137.42	498,583.16	21,611.38	11,869.41	444,057.12	444,057.12	88,006.83	532,063.95
ORCSD Benefits Stabilization Fund	School Exp	414,677.22	29,880.25	444,557.47	19,269.60	10,583.26	433,946.82	433,946.82	40,463.51	474,410.33
Dunn, C. Library Fund	ORCSD Library	521.17	59.65	580.82	25.18	13.83	546.35	546.35	73.48	619.83
Smith, Bruce Library Fund	ORCSD Library	27,205.21	5,858.21	33,063.42	1,433.15	787.12	28,638.36	28,638.36	6,645.33	35,283.69
<b>Total agency funds</b>		1,015,499.04	125,585.16	1,141,084.20	47,452.79	24,953.88	1,062,951.83	1,062,951.83	150,539.04	1,213,490.87
<b>GRAND TOTAL OF ALL FUNDS</b>		3,710,591.47	370,787.40	4,081,378.87	493,724.53	38,961.87	4,204,316.00	4,204,316.00	409,749.27	4,614,065.27

## Report of Trust and Capital Reserve Funds Unaudited (Page 2)

Name of Trust Fund	Purpose	Beginning CASH Balances			Change in Funds			Ending CASH Balances		
		Principal	Income	Principal & Income	Principal	Income	Principal & Income	Principal	Income	Principal & Income
Durham Historic Buildings Restoration & Preservation Trust		0.00	0.00	0.00	500.00	0.00	500.00	500.00	0.00	500.00
Conservation Land Use Trust	Resolution 2017-22	11,775.90	333.50	12,109.40	(2,032.54)	247.27	9,743.36	9,743.36	580.77	10,324.13
Durham Town Land Stewardship Patron's Trust	bdg & maintain trails	14,663.95	15.80	14,679.75	144,471.90	276.87	159,135.85	159,135.85	292.67	159,428.52
Milne, Margery J. Trust Fund	Mill Pond Rd Wildlife Sanctuary Land Maintenance	17,615.38	295.87	17,911.25	(960.61)	(44.80)	16,654.77	16,654.77	251.07	16,905.84
Smith (Hamilton) Memorial Chapel Trust	Chapel Repairs & Grounds Maint	6,067.33	236.63	6,303.96	315.90	(223.43)	6,383.23	6,383.23	13.20	6,396.43
Technology Drive Trust Fund	Conservation Land Easement Maintenance	29,165.16	2,269.81	31,434.97	1,381.49	(58.60)	30,546.65	30,546.65	2,211.21	32,757.86
Milne, Margery and Lorus Memorial Trust Fund	Milne Memorial Silhouette Sculpture Construction & Maintenance	1,236.11	44.27	1,280.38	56.89	27.23	1,293.00	1,293.00	71.50	1,364.50
<b>Total town trust funds</b>		788,171.89	130,442.04	918,613.93	126,802.27	(33,195.00)	914,974.16	97,247.04	1,012,221.20	
<b>45 Separate Cemetery Trusts</b>		37,111.40	8,803.05	45,914.45	3,207.03	997.11	40,318.43	9,800.16	50,118.59	
<b>AGENCY FUNDS</b>										
High School Scholarship	School Exp	132,237.68	11,822.92	144,060.60	4,236.22	1,218.45	136,473.90	13,041.37	149,515.27	
Facilities Development, Maintenance, and Replacen	ORCSD	18,412.02	1,826.71	20,238.73	877.26	481.81	19,289.28	2,308.52	21,597.80	
ORCSD Special Education Fund	School Exp	422,445.74	76,137.42	498,583.16	21,611.38	11,869.41	444,057.12	88,006.83	532,063.95	
ORCSD Benefits Stabilization Fund	School Exp	414,677.22	29,880.25	444,557.47	19,289.60	10,583.26	433,946.82	40,463.51	474,410.33	
Dunn, C. Library Fund	ORCSD Library	521.17	59.65	580.82	25.18	13.83	546.35	73.48	619.83	
Smith, Bruce Library Fund	ORCSD Library	27,205.21	5,858.21	33,063.42	1,433.15	787.12	28,638.36	6,645.33	35,283.69	
<b>Total agency funds</b>		1,015,499.04	125,585.16	1,141,084.20	47,452.79	24,953.88	1,062,951.83	150,539.04	1,213,490.87	
<b>GRAND TOTAL OF ALL FUNDS</b>		3,710,591.47	370,787.40	4,081,378.87	493,724.53	38,961.87	4,204,316.00	409,749.27	4,614,065.27	

## Statement of Long-Term Indebtedness

GENERAL FUND							
GENERAL FUND	LOAN DATE	ORIGINAL PRINCIPAL	RATE	DUE DATE	PRINCIPAL PAID 2020	INTEREST PAID 2020	PRINCIPAL BALANCE AS OF 12/31/20
2004 SRLF - Landfill Closure	02/01/2004	\$802,756	3.6880%	02/01/2024	\$40,138	\$7,401	\$160,551
2006 General Obligation Bond (includes Land Conservation)	11/15/2006	\$2,929,216	3.9555%	11/15/2026	\$99,758	\$26,796	\$570,140
2010 General Obligation Bond	7/22/2010	\$674,100	3.5512%	08/15/2030	\$35,000	\$7,300	\$115,000
2012 General Obligation Bond (includes Library)	8/30/2012	\$4,560,000	1.8990%	08/30/2032	\$265,000	\$67,783	\$2,105,000
2013 General Obligation Bond	9/6/2013	\$1,028,000	3.4430%	09/06/2033	\$75,000	\$20,031	\$495,000
2014 General Obligation Bond	7/17/2014	\$2,168,000	3.0428%	08/15/2034	\$160,000	\$54,650	\$945,000
2015 General Obligation Bond	8/25/2015	\$820,000	2.0000%	09/01/2022	\$135,000	\$6,300	\$180,000
2016 General Obligation Bond	1/12/2017	\$1,189,000	2.2000%	01/15/2027	\$153,520	\$17,714	\$728,430
2018 General Obligation Bond	1/10/2018	\$3,669,010	2.8635%	08/15/2038	\$320,000	\$145,695	\$3,010,000
2019 General Obligation Bond	1/19/2019	\$697,050	2.1300%	02/15/2029	\$119,550	\$32,381	\$577,500
2020 General Obligation Bond	7/14/2020	\$774,775	1.6700%	08/15/2040	\$0	\$0	\$774,775
		\$19,311,907			\$1,402,966	\$386,051	\$9,661,396
WATER FUND							
WATER FUND	LOAN DATE	ORIGINAL PRINCIPAL	RATE	DUE DATE	PRINCIPAL PAID 2020	INTEREST PAID 2020	PRINCIPAL BALANCE AS OF 12/31/20
2006 General Obligation Bond	11/15/2006	\$545,469	3.9555%	11/15/2026	\$24,841	\$7,039	\$151,147
2008 General Obligation Bond	11/15/2008	\$724,900	4.8526%	11/15/2028	\$36,400	\$14,232	\$291,200
2013 SRLF - Spruce Hole	10/29/2013	\$222,500	1.7000%	10/29/2023	\$23,872	\$1,665	\$74,077
2013 SRLF - Water Meter Upgrades	10/29/2013	\$320,608	1.7000%	10/29/2023	\$33,275	\$2,807	\$105,119
2014 General Obligation Bond	7/17/2014	\$784,000	3.0428%	08/15/2034	\$40,000	\$25,185	\$545,000
2015 General Obligation Bond	8/25/2015	\$459,038	2.0000%	09/01/2022	\$33,183	\$6,526	\$293,121



## Statement of Long-Term Indebtedness (Page 2)

WATER FUND - CONTINUED							
WATER FUND	LOAN DATE	ORIGINAL PRINCIPAL	RATE	DUE DATE	PRINCIPAL PAID 2020	INTEREST PAID 2020	PRINCIPAL BALANCE AS OF 12/31/20
2016 General Obligation Bond	1/12/2017	\$41,000	2.2000%	01/15/2027	\$8,200	\$451	\$16,400
2020 General Obligation Bond	7/14/2020	\$672,650	1.6700%	08/15/2040	\$0	\$0	\$672,650
		\$3,770,165			\$199,771	\$57,905	\$2,148,714
WASTEWATER FUND							
WASTEWATER FUND	LOAN DATE	ORIGINAL PRINCIPAL	RATE	DUE DATE	PRINCIPAL PAID 2020	INTEREST PAID 2020	PRINCIPAL BALANCE AS OF 12/31/20
2004 SRLF - WWTP Improvements	06/01/2004	\$3,290,757	3.6880%	06/01/2024	\$196,492	\$39,006	\$861,154
2006 General Obligation Bond	11/15/2006	\$325,469	3.9555%	11/15/2026	\$15,401	\$4,365	\$93,713
2008 General Obligation Bond	11/15/2008	\$1,663,860	4.8525%	11/15/2028	\$73,600	\$28,778	\$588,800
2010 General Obligation Bond	7/22/2010	\$709,900	3.5512%	08/15/2030	\$40,000	\$16,240	\$300,000
2013 General Obligation Bond	09/06/2013	\$2,500,000	3.4430%	09/06/2023	\$105,000	\$69,713	\$1,795,000
2013 SRF - Dover Road Pump Station/Aeration Blowers	10/29/2013	\$1,313,272	2.7200%	10/29/2032	\$65,664	\$23,219	\$787,963
2014 General Obligation Bond	7/17/2014	\$783,000	3.0428%	08/15/2034	\$40,000	\$25,185	\$545,000
2014 SRF - Old Concord Road Pump Station	2/1/2015	\$207,824	3.1400%	02/01/2015	\$10,391	\$4,838	\$155,867
2015 General Obligation Bond	8/25/2015	\$1,615,962	2.0000%	09/01/2025	\$116,817	\$22,974	\$1,031,878
2016 General Obligation Bond	1/12/2017	\$345,000	2.2000%	01/15/2027	\$34,500	\$5,693	\$241,500
2018 General Obligation Bond	1/10/2018	\$207,455	2.8635%	08/15/1938	\$25,000	\$8,288	\$150,000
2019 General Obligation Bond	1/19/2019	\$573,850	2.1300%	02/15/2029	\$98,850	\$26,496	\$475,000
2020 General Obligation Bond	7/14/2020	\$13,750	0.5700%	08/15/2023	\$0	\$0	\$13,750
		\$13,550,099			\$821,715	\$274,795	\$7,039,625

## Valuation, Tax History and Inventory

### Valuation Figures 2016-2020

Year	Percent of Valuation	Taxable Valuation
2020	*86.0%	\$1,236,967,035
2019	93.8%	\$1,201,648,858
2018	96.4%	\$1,194,424,400
2017	88.0%	\$1,019,411,430
2016	92.4%	\$1,007,876,992

\* Estimate

### MS-1 Summary 2020

Total Taxable Land	\$401,681,316.00
Total Taxable Buildings	\$773,246,171.00
Total Taxable Public Utilities	\$63,736,000.00
Valuation Before Exemptions	\$1,243,663,487.00
Total Dollar Amount of Exemptions	\$6,688,452.00
Net Valuation on which local tax rate is computed	\$1,236,967,035.00
Tax Credits: Total Veterans' Credits	\$119,500.00

### Tax Rate in Durham 2016 – 2020

Year	Town	Local school District	State School	County	Total
2020	\$7.79	\$15.37	\$2.00	\$2.57	\$27.73
2019	7.60	15.32	2.01	2.50	27.43
2018	7.37	14.93	2.01	2.49	26.80
2017	8.48	16.98	2.34	2.84	30.64
2016	8.48	16.17	2.27	2.81	29.73

### Inventory of Town Property

Street Name	Description	Tax Map ID#	Assessed Valuation
Bagdad Road	Stolworthy Wildlife Sanctuary	03-02-06 & 14	\$15,600
Beard's Creek	Scenic Easement	04-20-11	Easement only
Beech Hill Road	Water Tank Site	09-12-01	\$646,400
Bennett Road	Lord Property	17-55-01	\$73,100
Bennett Road	Doe Farm	18-01-03	\$545,200
Canney Road	Conservation Easement	10-11-05	Easement only
Coe Drive	Beard's Creek Scenic Easement	04-20-11	Easement only
Dame Road	Wiley Property	19-06-05	\$102,500
Dame Road	Westerly Side	18-27-00	\$97,400
Davis Avenue	Conservation easements	01-04-01 & 01-04-06	Easement only
Depot Road	Former Commercial Property	01-01 & 01-01-01	\$964,900
Dover Road	District Court and Museum	05-04-12	\$416,800
Dover Road	Police Facility	11-04-01	\$1,962,000
Dover Road	Sewer Pumping Station	11-11-00	\$214,200
Durham Point Road	Solid Waste Management Facility	16-01-03	\$481,800
Durham Point Road (off)	Conservation Land	11-36-02	\$233,200
Durham Point Road (off)	Conservation Land	16-03-02	\$25,600
Durham Point Road (and Sunnyside Dr.)	Scenic Easements	15-15-08	Easements only
Durham Point Road	Town Pound	06-12-03A	\$6,900
Foss Farm Road	Water Tower	06-01-18D	\$3,144,800
Foss Farm Road	Woodlot	06-01-13A	\$6,000
Ffrost Drive	Vacant Land	08-01-73 & 75	\$129,500
Littlehale Road/US4	Vacant Land	10-21-00	\$6,700
Longmarsh Road	Colby Marsh/Beaver Brook Conservation	16-27-00	\$165,200
Longmarsh Road	Langmaid Farm/adjacent to Beaver Brook	16-06-01 & 02	\$450,400
Madbury Road	Library	02-07-01	\$3,899,900

Street Name	Description	Tax Map ID#	Assessed Valuation
Magrath Road	Tot Lot	6-15-0	\$121,200
Main Street	Cemetery	09-24-00	\$250,900
Mast Road	Executor Interest in Conservation Easement	13-14-100	Easement only
Meserve Road	Father Lawless Park	07-03-00	\$258,900
Mill Pond Road	Mill Pond Road Park	05-07-00	\$204,900
Mill Pond Road	Smith Chapel	16-14-00	\$410,100
Mill Pond Road	Milne Property	06-08-04	\$238,800
Mill Road	Vacant Land	06-01-02	\$54,000
Mill Road	Vacant Land	06-01-05	\$29,800
Mill Road	Oyster River Forest	13-14-02	\$7,744 CU*
Mill Road/Main Street	Bicentennial Park	05-01-01	Easement only
Near Madbury Line	Executor Interest in Conservation Easement	10-01-02	Easement only
Near Oyster River	Conservation Easement	09-06-03	Easement only
Newmarket Road	Easterly Side	06-12-14	\$2,600
Newmarket Road	Mill Pond Dam	05-03-03	\$322,000
Newmarket Road	Town Hall	05-02-07	\$1,801,700
Newmarket Road	Sullivan Monument	06-11-00	\$222,400
Newmarket Road	Vacant Land	06-09-06-1	\$270,900
Old Landing Road	Town Landing	05-05-14 (Incl 05-05-13)	\$115,600
Old Landing Road	Town Landing Footbridge	05-06-06	\$196,300
Old Piscataqua Road	Jackson's Landing	11-11-03 & 04	\$1,515,400
Olde Piscataqua Road	Near Jackson's Landing	11-09-02	\$245,400
Orchard Drive	Scenic Easements	06-02-22 & 06-02-25	Easements only
Orchard Drive	Protected Open Space	06-02-43	\$217,800
Orchard Drive	Protected Open Space	15-30-00	\$110,700
Oyster River	Access Easement	Access Easement	Easement only
Oyster River Road	Vacant Land	06-05-01	\$196,800
Packers Falls Road	Conservation Easement	14-07-02	Easement only
Packers Falls Road	Conservation Easement	14-07-06	Easement only
Packers Falls Road	Spruce Hole Conservation Area	13-13-05	\$59,500
Packers Falls Road	Abutting Spruce Hole	13-13-01	\$1,247 CU*
Pettee Brook Lane	Town Parking Lot (mutiple parcels)	02-15-00 & 01	\$1,062,400
Piscataqua Road	Thatch Bed	11-31-31	\$161,600
Piscataqua Road	Wagon Hill Farm	12-08-01 & 02	\$529,525 CU*
Piscataqua Road	Sewer Treatment Plant	11-09-05	\$7,660,000
Piscataqua Road	Quarry Lot (part of Treatment Plant)	11-09-05	Included above
Schoolhouse Lane	Cemetery (owned by heirs, town maintained)	05-05-12	\$100,200
Simons Lane	Two Small Lots	18-11-13 & 14	\$22,100
Simons Lane	Vacant Land	18-11-06	\$92,700
Stone Quarry Drive	Public Works Site	11-12-00	\$1,595,500
Wednesday Hill Road	Vacant Land	14-18-03	\$455,200
Williams Way	Boat Landing Lot	11-23-04	\$164,300
Wiswall Road	Wiswall Dam Site	17-07-00	\$382,700
Wiswall Road	Vacant Land	17-11-00	\$842 CU*
Lee Five Corners, Lee	Vacant Land	Lee 06-07-0700	\$76,500
Packers Falls Road, Lee	Gravel Pit	Lee 15-01-0900	\$3,318,800
Packers Falls Road, Lee	Vacant Land	Lee 05-01-0901	\$110,800
Snell Road, Lee	Water Pump Station	Lee 05-06-0100	\$979,600
Snell Road, Lee	Vacant Land	Lee 05-06-0101	\$78,800